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ABSTRACT

This book informs a broad audience who promote and participate in the naturalization process, covering issues related to the law, regulations, and procedures. Ten chapters include the following: (1) "The Citizenship Decision" (e.g., benefits of becoming a U.S. citizen and challenges in the process); (2) "Citizenship Requirements" (e.g., how naturalization requirements are decided and a naturalization requirements summary); (3) "Overview of the Process" (e.g., deciding to apply, completing the N-400 application package, and preparing for the interview and test); (4) "Filling Out the N-400"; (5) "The INS Test" (e.g., English language requirement and a sample multiple choice test); (6) "The Interview" (e.g., documents to bring to the interview and description of the interview); (7) "The Disability Waiver and Accommodations" (e.g., eligibility for the Disability Waiver and reasonable accommodations); (8) "Citizenship for Children" (e.g., acquisition of citizenship and naturalization of children); (9) "The Naturalization Oath Ceremony" (e.g., preparing for the ceremony and revocation of citizenship); and (10) "Now That You are a Citizen" (e.g., getting a U.S. passport and voting). A glossary of terms is included. (Adjunct ERIC Clearinghouse for ESL Literacy Education) (SM)

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itizenship For Us

A Handbook on Naturalization & Citizenship

Catholic Legal Immigration Network, Inc.

Written by Aliza Becker

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Citizenship for Us

A Handbook on Naturalization & Citizenship

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CATHOLIC LEGAL IMMIGRATION NETWORK, INC. (CLINIC)

CLINIC, a subsidiary of the United States Conference of Catholic Bishops (USCCB), is a public interest legal corporation that serves low-income immigrants. Its services fall into four categories: (1) support to a national network of more than 130 Catholic legal immigration programs; (2) administration of national projects in which local agencies participate; (3) management of local diocesan immigration programs; and (4) representation of the foreign-born religious.

As a supporting organization, CLINIC trains and mentors local programs, produces a monthly newsletter, assists in management issues, provides guidance on accreditation of nonattorneys, organizes funding proposals, and updates local programs on the law. As an administrator of national projects, CLINIC represents emergency refugee flows and detainees, naturalizes legal permanent residents, and engages in federal litigation.

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To order a copy of *Citizenship for Us*, send a check for $25 payable to Catholic Legal Immigration Network, Inc. at the address above. For $19, you also may order *Citizenship for Refugee Elders*, a handbook for teachers and administrators on creating and managing a citizenship program for the older learner.

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INTRODUCTION AND ACKNOWLEDGMENTS

United States citizenship is firmly established in the U.S. Constitution and invites newcomers to participate in the democratic process. It breaks down inequities between people from different origins and establishes equal protection, rights, and responsibilities for all citizens. It speaks to the uniqueness of this nation's immigrant history and the possibility of immigrant contributions to our society and future generations.

The purpose of *Citizenship for Us* is to inform a broad audience of readers who promote and participate in the naturalization process, including legal representatives, advocates, teachers, and most importantly, the applicant. This book attempts to provide clear and concise information that is up-to-date and comprehensive, covering changes in the law, regulations, and procedures. In addition, it contains the new *Application for Naturalization* (Form N-400), Revised 5/31/01. Contributors to this book hope that it will encourage more immigrants to apply, facilitate the naturalization process, and promote greater advocacy for individuals to know and secure their rights.

This book developed from CLINIC's work to promote naturalization within its mission to expand charitable, professional, and affordable legal services to low-income immigrants. *Citizenship for Us* has been generously funded through a grant from the Office of Refugee Resettlement as part of a larger project to help naturalize refugees. CLINIC gratefully acknowledges this support while noting that the funder is not responsible for the book's content.

Many people contributed to the research, writing, design, production, and marketing of this book. As principal author, Aliza Becker conducted extensive research on citizenship policies and practices. She combined the results with her extensive naturalization writing, teaching, and program experience to produce a well-developed draft of all the chapters. In addition, she captured CLINIC's intention for style and design and contributed many improvements. Jeff Chenoweth and Laura Burdick of CLINIC worked as the book's producers on all stages of development, contributing additional research, writing, content and style edits, photographs, and distribution ideas. Tsegaye Wolde of CLINIC worked as project assistant, contributing content research, photographs, attachments, and an extensive distribution list.

Juan Osuna, former editor of *Interpreter Releases*, provided comprehensive, first-draft edits. CLINIC attorneys Jack Holmgren and Laurie Joyce provided essential legal and style edits for the entire book. CLINIC attorney Charles Wheeler provided final legal edits to Chapters 2 and 3. Donald Kerwin also provided edits, but more importantly, his support and leadership as CLINIC's Chief Operating Officer.

Ms. Becker wishes to thank the following people for their assistance in the development of this text: Hussein Affey, TIA Chicago Connections; Jeff Bright, Albany Park Community Center; Fred Tsao, Illinois Coalition for Immigrant and Refugee Rights; Doug Lewis, Election Center; Marketa Lindt, private attorney; Michelle Neal, Interchurch Refugee and Immigration Ministries; Gerald Noel, Office of Immigration and Refugee Services; Beth O'Grady, Coalition of Limited English Speaking Elderly; Susan Wexler, Hebrew Immigrant Aid Society of Chicago.

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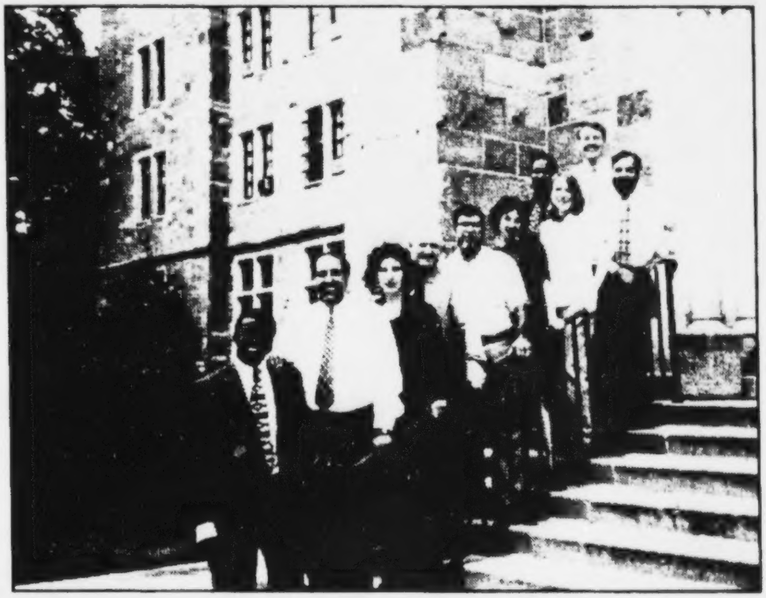
Finally, CLINIC wishes to express deep appreciation to the staff of its network of partner member agencies for providing direct services and working professionally on behalf of low-income immigrants for the Church.



Pictured above is the working group which convened in June 1998 to determine the book's content. Left to right, Farah Mohammed, Associated Catholic Charities of Washington, DC; Esmael Husseini, Hogar Hispano of the Diocese of Arlington, VA; Aliza Becker, author; John Binatta, Archdiocese of Detroit; Osama Al-Srogy, Catholic Charities of Dallas; Clare Cherkasky, Hogar Hispano; Tsegaye Wolde, CLINIC; Laura Burdick, CLINIC; Jeff Chenoweth, CLINIC; Abdul Qayum, Catholic Charities of San Diego.

Chapter One

The Citizenship Decision

What you can do or dream you can
Begin It
Boldness has genius, power and magic in it
–Goethe

In this Chapter:

- Benefits of Becoming a United States Citizen
- Dual Citizenship
- Challenges in the Process
- Native Country Concerns

Why should you become a United States citizen?

This chapter outlines the many benefits of becoming a United States citizen. It also addresses some concerns you may have about becoming a citizen. In the end, after considering all the benefits, the decision is yours.

FAMILY-RELATED BENEFITS

Apply for Permanent Resident Visas for Family Members

United States citizens can apply to bring certain family members to live permanently in the United States. Citizens can apply for a spouse, married and unmarried children, parents, and brothers and sisters. Lawful permanent residents, by contrast, can apply only for unmarried children and spouses.

See Chapter 10, page 312 for more information.

The waiting time for receiving a visa is also much shorter for many relatives of United States citizens. The spouse of a citizen, the parents of a citizen over age 21, and the unmarried children (under age 21) of a citizen are called immediate relatives. They usually can get a lawful permanent resident visa in less than one year after applying. Other family members may have to wait for many years. Children who are married and/or over 21, as well as brothers and sisters, are on long waiting lists behind others from their country.

As a citizen, you can also speed up the arrival of family members who you have already applied to bring to the United States. This is called upgrading your petition from lawful permanent resident to United States citizen.

> *I miss my family a lot. It's hard to live so far away from them. I want to bring them here when I am a citizen. I can hardly wait.*

spouse = Husband or wife. *"My spouse came with me to the United States."*

relative = Family member. *"I don't have any relatives in this country."*

immediate relative = The spouse of a U.S. citizen, the parents of a U.S. citizen over age 21, and the unmarried children (under age 21) of a U.S citizen. *"I filed a petition for my immediate relatives."*

petition = Application. *"I want to upgrade the petition I filed for my son now that I am a citizen."*

See Chapter 8, page 259 for information on derivative citizenship and obtaining a Certificate of Citizenship. See Chapter 10, page 310 for information on obtaining a United States passport.

Derivative Citizenship for Children

When either you or your spouse becomes a United States citizen, your children may become citizens automatically through derivative citizenship. To qualify, the children must be unmarried lawful permanent residents under age 18 when the parent becomes a United States citizen. In addition, the children must be in the legal and physical custody of the citizen parent. The children will need one of two official documents to prove derivative citizenship: (1) a Certificate of Citizenship or (2) a United States passport.

See Chapter 2, page 17 for more information.

Obtain Citizenship for Your Spouse More Quickly

The noncitizen husband or wife of a United States citizen can apply for United States citizenship after three years as a lawful permanent resident. He or she must be married to the same citizen for those three years and stay married up to the naturalization ceremony. Other lawful permanent residents must wait five years to apply for citizenship.

derivative = Something you get because of your relationship with another person. *"I received derivative citizenship from my mother when she became a citizen."*

FULL PUBLIC PARTICIPATION BENEFITS

Have the Right to Vote in Local, State, and Federal Elections

Voting is one of the most important ways to make your voice heard in the United States. However, lawful permanent residents cannot vote. As a United States citizen you can vote for the elected officials that best represent your opinions. Immigrants have many reasons to voice their opinions and vote based on issues of concern to them, such as immigration laws, education resources, taxes, crime, and foreign policy.

By registering to vote, you can also help your neighborhood and your ethnic group. Politicians often pay attention to communities with large numbers of registered voters. This can help bring more government tax dollars to your community to pay for parks, schools, and jobs.

> *The first time I voted, I was so nervous, but after I filled out my ballot, I had a big smile on my face.*

Become a Candidate for Elected Office

Naturalized United States citizens can be elected for all offices except president and vice-president. You can run as a candidate for mayor, judge, sheriff, state's attorney, state or congressional senator or representative, and other elected offices.

Serve on Juries in Courts

Only United States citizens can serve on a jury. A jury is a group of people who together decide whether or not a person on trial is guilty of breaking the law. It is important for the jury to reflect the community.

Lincoln Diaz-Balart (R-FL), a naturalized U.S. citizen from Cuba

INTERNATIONAL BENEFITS

Travel to Other Countries More Easily with United States Passport

The United States passport is recognized in almost every country. Some countries do not even require a visa for United States citizens but may require it for citizens of other countries. Also, you may not be able to get a visa from some countries using your native country passport or travel document.

As a United States citizen, you can travel outside the United States for unlimited periods of time and re-enter. Lawful permanent residents may be unable to re-enter the United States if they leave for one year or more.

Receive Help from the United States Embassy

Most countries have a United States embassy and many major foreign cities have consulates as well. Tourists and residents living in the country who are United States citizens can use their services. Embassies and consulates can usually replace a lost passport or help citizens in an emergency. In a serious crisis, they will help all United States citizens leave the country as quickly and safely as possible.

Live Outside the United States for Unlimited Periods of Time

Citizens can live outside the United States for an unlimited period of time. However, lawful permanent residents can lose their green cards if they live outside the United States for one year or more. They may be unable to return to the United States to live or even to visit. Citizens can come and go as they please.

Receive Full Social Security Retirement Outside the United States

When United States citizens retire in certain foreign countries, they can receive full social security benefits. In contrast, lawful permanent residents will have 15% taken out of their social security checks in most countries.

PUBLIC BENEFITS

Receive All Public Benefits for Which You are Eligible

Public benefits are services or money provided to low-income people by the government, such as food, education, medical care, and cash. Non-citizens may find that they are not eligible for certain benefits and eligible for others on a very limited basis. Only United States citizens can receive all public benefits.

There are four federal public benefit programs that are especially important to low-income people:

Supplemental Security Income (SSI) provides a monthly cash payment to people in two categories: 1) people with certain disabilities and 2) elderly people age 65 and older. To be eligible you must be low-income. To qualify as disabled, your disability(ies) must prevent you from working and be approved by the Social Security Administration.

Temporary Assistance for Needy Families (TANF) provides a monthly check to some unemployed people and to low-income parents with children under age 18. This was formerly known as Aid to Families with Dependent Children (AFDC). This form of cash assistance can have different names in each state.

Medicaid reimburses doctor and hospital costs for certain low-income people, primarily pregnant women, families with children, the disabled, and elderly nursing home patients.

Food Stamps are for low-income families to buy food necessary for good health.

Immigration Status ↓	TANF	SSI	MEDICAID	FOOD STAMPS
Lawful Permanent Residents with 40 qualifying quarters of employment and, *for first seven years,* refugees, asylees, Amerasians, Cuban/Haitian entrants, those who received withholding of removal	Yes	Yes	Yes	Yes
Lawful Permanent Residents entering by 8/22/96 and, *after seven years,* refugees, asylees, Amerasians, Cuban/Haitian entrants, those who received withholding of removal	State option if entered by 8/22/96	No, except *	State option if entered by 8/22/96	No, except ** and ***
Lawful Permanent Residents (entering after 8/22/96)	Not for first 5 years in U.S.	No	Not for first 5 years in U.S.	No, except ***

* 1. Those who were receiving SSI on 8/22/96
2. Certain veterans from the Philippines and Laos and their spouses

** 1. Elderly who were lawfully residing and age 65 or older on 8/22/96
2. Disabled lawful permanent residents
3. Lawful permanent resident children under age 18

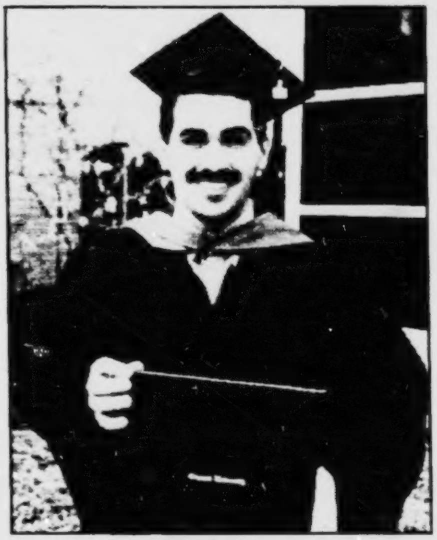
*** 1. Hmong or Highland Lao tribe members who assisted the U.S. armed forces during the Vietnam war, their spouses, dependent children, and widows who have not remarried.
2. Certain Native Americans born in Canada or Mexico who are entitled under treaty law to reside in the U.S.

Chart effective 12/1/01

OTHER BENEFITS

Be Eligible for All Government Employment

Many federal, state, and local government jobs require United States citizenship. While you do not have to be a citizen to enlist in the military, lawful permanent residents are not eligible for many positions in the military that require a security clearance. Also, some positions in businesses and universities that involve contracts with the government may require a security clearance that includes United States citizenship.



Be Eligible for Certain Educational Scholarships

Many scholarships for higher education require United States citizenship. For example, applicants for the Rhodes Scholarship, the Fulbright Program, and United States Service Academies must be citizens.

security clearance = United States government permission to work with access to secret or sensitive information. *"She needed a security clearance to be hired for the job."*

Be Protected from Deportation (Removal)*

New immigration laws make it much easier for INS to deport lawful permanent residents. You can be deported for a crime you were convicted of many years ago, even if you think the crime was not serious and you never went to jail. However, a United States citizen can never be deported.

Crimes that may lead to deportation include:

- selling or possessing drugs;
- assault with a deadly weapon;
- hiding your money to get welfare;
- contributing to the delinquency of a minor; and
- helping a friend enter the U.S. illegally.

Be Protected from Exclusion

Lawful permanent residents can be barred, or excluded, from re-entering the United States from abroad if they have a serious criminal conviction or other excludable ground against them. A United States citizen cannot be excluded.

contributing to the delinquency of a minor = A legal definition of a crime in which an adult has sex with a minor. A minor is usually under 18 years old. However, each state has its own law that defines the age of a minor. In some states this crime is called statutory rape. *"He was arrested and charged with contributing to the delinquency of a minor."*

removal proceedings = A legal process in which INS tries to force a person to leave the United States because he or she broke a law. *"She was put in removal proceedings when INS learned of her criminal conviction."*

* This book will use the word "deportation," an older and more commonly known term for what is now called "removal."

DUAL CITIZENSHIP

You may be able to have citizenship of more than one country. This means you may keep citizenship from your country of birth when you become a United States citizen. Dual citizenship gives you the rights of both countries. It depends on the law of your native country. The United States does not encourage dual citizenship, but does not prevent it.

Dual citizenship laws come from your native country. Like any laws, they may change. A country that currently allows dual citizenship could decide to end it by passing a new law. A country may not allow dual citizenship at the present time, but might allow it in the future.

Contact your country's consulate to find out:

- if your native country allows dual citizenship;
- what rights you will have as a dual citizen; and
- what, if anything, you must do to be a dual citizen.

Some countries that allow a form of dual citizenship are:

Albania
Antigua and Barbuda
Argentina
Barbados
Belize
Benin
Brazil
Burkina Faso
Cambodia
Canada
Colombia
Costa Rica
Croatia
Dominica
Ecuador
El Salvador
France
Ghana
Greece
Guatemala
Hungary
Iran
Ireland
Israel
Latvia
Lesotho
Lichtenstein
Malta
Mexico
Morocco
Namibia
New Zealand
Nigeria
Panama
Peru
Poland
Portugal
Russia
St. Lucia
Slovenia
Sri Lanka
Switzerland
Turkey
United Kingdom
Uruguay

Mexican Dual Nationality

In 1996 Mexico passed a dual nationality law. The law allows people born in Mexico and their children to become dual nationals. Dual nationals can own property and investments like other Mexican citizens. However, they cannot vote, serve in the army, or hold most public offices.

CHALLENGES IN THE PROCESS

Problems with INS

Some people who had difficulty with INS when getting their green cards may avoid applying for citizenship so they do not have these problems again. Problems may include impolite officers, incorrect or confusing information, and fear of losing the green card. INS is now working internally and with community-based organizations to solve these problems and improve its services to immigrants.

Requirement to Learn English

To become a United States citizen, most applicants must be able to speak, read, and write basic English. They must also take a history and government (civics) test in English. You may need to study for a long time to pass the test. However, no one can deny the value of learning another language.

> *When I started I thought 'I'll never know enough English.' I went to class every week and studied hard. I told myself 'give it a try.' It worked. I passed the test.*

Financial Cost

See Chapter 3, page 65 for more information about fee waivers.

There are many monetary costs involved in applying to be a United States citizen. You must pay INS an application and fingerprint fee. You must also pay to have your photos taken. In addition, you may have to take time off work for the interview, fingerprints, testing, and oath ceremony. INS offers a waiver of the application fee for certain low-income people. If you think you qualify, ask a non-profit immigration agency how to apply for a fee waiver.

Long Wait from Application to Oath

The wait between submitting a naturalization application and taking the oath can be longer in some parts of the country where more immigrants live.

waiver = Permission to avoid a requirement for a specific reason. *" I applied to INS for a fee waiver because I am low-income."*

NATIVE COUNTRY CONCERNS

Loss of Rights and Benefits from Native Country

Immigrants and refugees who become naturalized United States citizens may lose certain rights and benefits from their native countries. You may lose the right to own land, receive an inheritance, or receive an old age pension. You may also lose the right to own a business. If you are concerned about losing rights and benefits, contact your country's consulate.

> *I have land in my country from my great grandfather. If I become an American citizen I might lose it.*

Desire to Return to Native Country

Many immigrants and refugees dream of returning to their native countries. Some may return. For others, it is just a dream. When return is likely, the question is whether life will be better and more secure with United States citizenship.

> *I often dream about my childhood... drinking tea with my classmates, visiting my cousins, fishing in the river, eating my mother's food. I want to go back, but I know it will never be the same.*

A Question of Betraying Native Country

Some people feel that becoming a United States citizen means betraying one's native country. They may fear they will lose something very important to their identities, while others may feel more attached to the values and activities of the United States. Although it is a difficult decision, few people regret it and most experience it with pride.

betray = When you fail to be loyal to someone or something important to you. *"My boyfriend betrayed me by dating my best friend."*

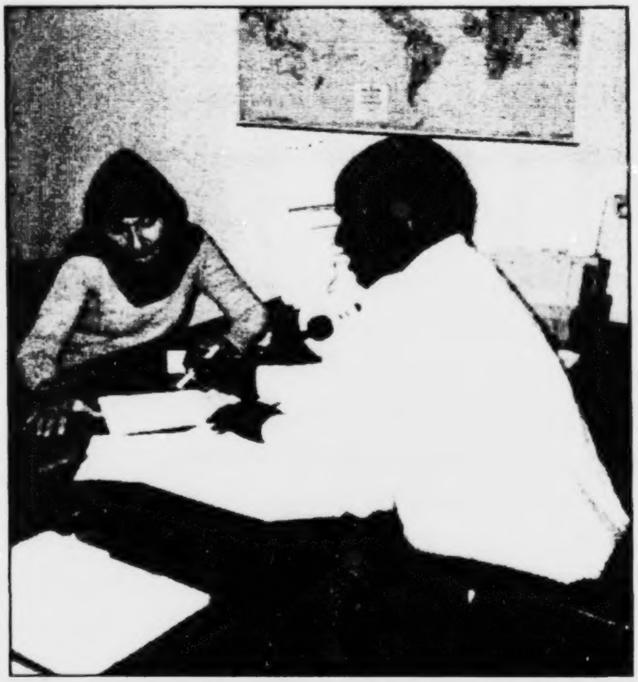
Chapter Two

Citizenship Requirements

Look before you leap.
–Anonymous

In this Chapter:

- How Naturalization Requirements Are Decided
- You May Already Be a Citizen
- Naturalization Requirements Summary
- Naturalization Requirements Up Close



Immigrants and refugees can become United States citizens through naturalization.

This chapter outlines the requirements for an adult to become a United States citizen through the legal process called naturalization.

HOW NATURALIZATION REQUIREMENTS ARE DECIDED

Who Decides the General Requirements

The United States Congress writes the general requirements and procedures for United States citizenship. Most of the basic naturalization requirements today are similar to those in the first naturalization law passed by Congress in 1790. Since then, Congress has passed other laws that have made small changes in the requirements. Current naturalization procedures are written in Title 8 of United States Code (U.S.C.), a text of all United States laws.

In the future, Congress may pass new laws that may change the requirements again. You can tell your Congressional representatives what changes you think they should make.

Who Decides How to Implement the Law

The Department of Justice (DOJ) through the Immigration and Naturalization Service (INS) writes regulations or specific rules on how to put immigration and naturalization laws into action. For example, the law says that all citizenship applicants must have "good moral character" for five years. INS regulations define what "good moral character" means.

How Regulations are Decided

After INS writes regulations, they must go through a long process before they are approved. First, INS must publish draft or temporary regulations in a public document called the *Federal Register.* Then INS must invite the public (citizens and non-citizens) to give opinions about the proposed regulations. Usually INS gives the public 60 days to respond with suggestions for changes. Then INS may rewrite the regulations taking into consideration what the public has said.

YOU MAY ALREADY BE A CITIZEN

If you are already a United States citizen, you have no need to be naturalized. You are a citizen if you were born in the United States or its territories of Puerto Rico, the U.S. Virgin Islands, Guam, or the Northern Mariana Islands (after November 4, 1986). *

Alaska
Northern Mariana Islands
Hawaii
Guam
Puerto Rico

See Chapter 8 for more information about acquisition and derivation.

You may have acquired citizenship at birth if one or both of your parents were citizens and you were born outside of the United States.

If one or both parents became naturalized United States citizens before you were age 18, you may have derived citizenship.

American Samoa and Swains Island are possessions of the United States. The people who were born there as well as some people from the Northern Mariana Islands are called non-citizen nationals of the United States. Their requirements for naturalization are similar to those of permanent residents.

* This does not include the children of foreign diplomats.

NATURALIZATION REQUIREMENTS SUMMARY

You must meet the following requirements to become a naturalized United States citizen.

1. Be at least 18 years old.
2. Be a lawful permanent resident for five years (three years if you are married to a citizen).
3. Have made the United States* your continuous residence for five years (three years if you are married to a citizen).
4. Have been in the United States for at least half of the five years (three years if married to a citizen) before applying for naturalization.
5. Pass a test on speaking, understanding, reading and writing basic English.**
6. Pass a United States history and government test.***
7. Have good moral character.
8. Understand and accept the oath of allegiance to the United States.
9. Have no citizenship-related legal problems.

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* The United States includes the territories of Puerto Rico, Guam, the United States Virgin Islands, and the Northern Mariana Islands.

** Unless eligible for an exemption based on age and long residence or a waiver based on disability.

*** Unless eligible for a waiver based on disability.

NATURALIZATION REQUIREMENTS UP CLOSE

1. Be at least 18 years old.

You must be at least 18 years old when you sign and date your application for naturalization. Children under 18 may become United States citizens automatically as derivatives when at least one parent is a citizen, either by birth or by naturalization.

See Chapter 8, page 259 for more information.

2. Be a lawful permanent resident for five years (three years if you are married to a United States citizen).

Definition of Lawful Permanent Resident

A lawful permanent resident (LPR) is a person who has received an immigrant visa to live and work in the United States permanently. An LPR receives an identification card that is often called a green card.

Five Years

You can apply for citizenship 90 days before you complete five years as a permanent resident. Therefore, you can apply four years, nine months, and one day after receiving lawful permanent residence. Do not apply before this date.

Three Years

You can apply for citizenship 90 days before you complete three years as a permanent resident if you have been married to the same United States citizen for three years. You must stay married to the citizen until you receive your naturalization certificate. While brief separations are not usually a problem, longer separations may be, especially if the husband and wife each have a separate home. Death of a spouse, even after the application is filed, ends eligibility under the three-year rule.

If you apply more than 90 days before you complete the required period of residency, INS will not accept your application.

How to Count the Years

You can count the five (or three) years since you were approved as a permanent resident by reading your green card. The date of adjustment or admission will tell you when to start counting your five or three years of residence required.

Residence for Refugees

If you are a refugee, you can count the five years from the date you arrived in the United States. The date of your arrival appears on the green card as taken from the refugee I-94 card.

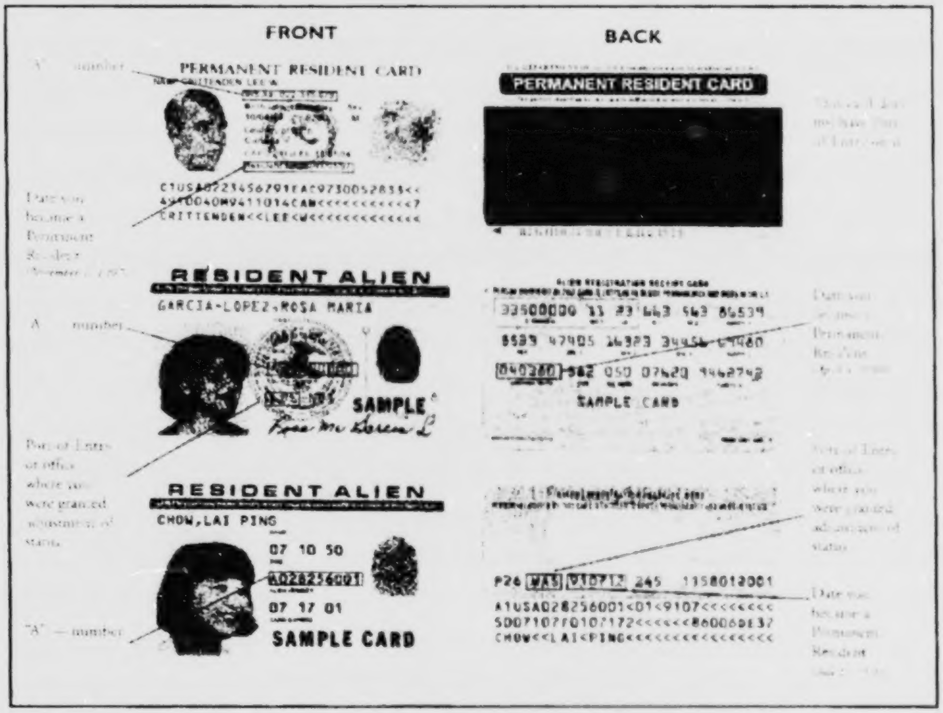
Residence for Asylees

As an asylee, your lawful permanent residence begins one year before your green card was approved. This should be the date on your green card.

refugees and asylees = People who were persecuted or feared persecution because of their race, religion, nationality, membership in a social group, or political opinion. Refugees apply for and receive refugee status outside the United States, before they enter. Asylees first enter the United States and then apply for asylum.

Reading Your Green Card

There are three different kinds of green cards (I-551) still in use. The older cards are called Resident Alien Cards. They were issued before April, 1998. After that date INS issued a new green card called a Permanent Resident Card.


FRONT
BACK
"A" — number
PERMANENT RESIDENT CARD
C1USA0223456791EAC9730052833<<
4910040M9411014CAN<<<<<<<<<<<7
CRITTENDEN<<LEE<W<<<<<<<<<<<<<
Date you became a Permanent Resident
RESIDENT ALIEN
GARCIA-LOPEZ,ROSA MARIA
"A" — number
SAMPLE
Port of Entry or office where you were granted adjustment of status
RESIDENT ALIEN
CHOW,LAI PING
07 10 50
A028256001
07 17 01
SAMPLE CARD
"A" — number
PERMANENT RESIDENT CARD
ALIEN REGISTRATION RECEIPT CARD
33500000 33 73 663 563 86539
8533 47405 36323 34456 67980
040380 582 050 07620 9462742
SAMPLE CARD
Date you became a Permanent Resident
Port of Entry or office where you were granted adjustment of status
P26 WAS 910712 245 1158012001
A1USA028256001<01<9107<<<<<<<<
5007107F0107172<<<<<<8600601E37
CHOW<<LAI<PING<<<<<<<<<<<<<<<<
Date you became a Permanent Resident

Credit: Immigration & Naturalization Service
A Guide to Naturalization

3. Have made the United States your continuous residence for five years (three years if you are married to a United States citizen).

Residence Definition

You must have made the United States or its territories your main home for the required period of time – five or three years – and continue to make the United States your main home until you are naturalized.

Continuous Residence

Continuous residence means that you have made the United States your main home through the required period of time. Trips out of the country for less than six months do not break your continuous residence.

Interruption of Continuous Residence

If you have been outside of the United States for six months or more since becoming a permanent resident, INS may question you at the interview to decide if you have interrupted your permanent residence. You must show INS that you did not stop your residence in the United States. For example, you may show that you kept your job, house, or bank account, or that your family remained. If INS decides that you interrupted your permanent residence, you cannot apply for citizenship until you have lived in the United States again for four years and one day (or two years and one day if married to a citizen) from your return date. If you leave the United States for one year or more, you are generally considered to have broken your continuous residence.

Abandonment of Residence

If you left the United States and made another country your main home, INS may decide that you abandoned your permanent residence and try to take away your green card. In general, living outside the United States for one year or more as a permanent resident will be seen as abandonment of residence unless you received permission to re-enter the United States prior to leaving.

continuous = To go on for a period of time. *"He has lived in San Diego continuously since he arrived in the United States."*

interrupt = To stop something. *"Your phone call interrupted our dinner."*

abandon = To leave something that was once yours. *"My father abandoned our family."*

Residence in Your INS District

You must have lived in the INS district in which you apply for citizenship for at least three months before you file your application. It is recommended that you continue living in the district where you applied. If you move to another INS district, you must request a transfer of your application with a change of address notice. You should keep a copy of the change of address notice.

4. Have been in the United States for at least half of the five years (three years if married to a citizen) before applying for naturalization.

You must have been physically in the United States for at least half of the required period of permanent residence. The time does not need to be continuous. Some military personnel, religious workers, employees of the United States government, and employees of international organizations can count service time outside the country as physical presence.

5. Pass a test on speaking, understanding, reading, and writing basic English.

Most citizenship applicants are required to pass an English test. You must demonstrate "an understanding of the English language, including an ability to read, write, and speak words in ordinary usage in the English language."

How INS Tests English

Listening and Speaking

Your ability to answer questions about your citizenship application and how well you follow directions during the interview.

Writing

Your ability to write one dictated sentence from United States history and government or from everyday language.

Reading

Your ability to read from the INS 100 questions on history and government, the Federal Citizenship Textbook, or other selected materials.

See Chapter 5, Attachments A and B for a list of dictation sentences and history and government questions.

6. Pass a United States history and government test.

Most citizenship applicants are required to pass a test on United States history and government. You must demonstrate "a knowledge and understanding of the fundamentals of the history, and of the principles and form of government, of the United States." The content of the test is based on the Federal Citizenship Textbook and the names of current local, state, and federal elected officials. Often the information in the test is limited to the INS 100 questions.

See Chapter 5 for more information about the test.

Testing Tips

- Listen for key words or phrases to understand the question.
- Look the INS officer directly in the eye and watch his or her face as that may help you answer correctly.

Special Testing Rules

There are four kinds of special testing rules:

- Exemptions and Waivers
- Due Consideration
- Special Consideration
- Reasonable Accommodations

See Chapter 7 for more information about waivers.

Exemptions and Waivers

Some people are exempt from the English testing requirement. Others may be able to get a waiver from the English and/or United States history and government requirements.

Age and Long-Term Permanent Residence

You are exempt from the English requirement and can take the civics test and have the interview in your native language if:

- you are 50 years or older and have lived in the United States for at least 20 years as a lawful permanent resident; or
- you are 55 years or older and have lived in the United States for at least 15 years as a lawful permanent resident.

You must meet these requirements on the date you sign and submit your naturalization application.

> *I'm glad I could take the test in my language. I don't think I could pass the English test.*

> *I am elderly-- 76 years old-- but I still had to take the test in English because I've only had my residence for 10 years. If I waited another 5 years to take the test in my native language, I could be dead!*

exempt = Free from a requirement. *"I am exempt from the English requirement because I am 59 years old and have been a permanent resident for 17 years."*

waiver = Permission to avoid a requirement. *"INS granted him a disability waiver from the tests."*

civics test = Often refers to the test on United States history and government . *"I took the civics test in my native language because I am exempt from the English requirement."*

Disability

You can get a waiver from the English and/or civics tests if you have a disability that prevents you from learning or remembering the required information. To get a disability waiver from the tests, INS must approve a *Medical Certification for Disability Exception* (Form N-648).

See Chapter 7 for more information.

Hmong Veterans' Naturalization Act of 2000

On May 26, 2000 Congress passed a law exempting certain Hmong veterans and their spouses from the English requirement and giving them special consideration on the civics requirement. To qualify, applicants must have original documents, affidavits, or other proof that they or their spouse assisted the United States military in Laos during the period from February 28, 1961 to September 18, 1978. In addition, they must file their N-400 on or before May 26, 2003. For more information, contact an immigration service provider.

See Attachment A for more information.

Amnesty Program

The amnesty program was based on a law called the Immigration Reform and Control Act of 1986 (IRCA) which allowed many people who were living undocumented in the United States to become lawful permanent residents. In addition, there was a special provision to grant amnesty to certain agricultural workers.

You may be exempt from part of the English and all of the civics testing if:

- you became a permanent resident through the amnesty program; AND
- you passed a written test on English/civics at the amnesty interview, also called the "312" test, given by an INS official.

Your ability to speak English will still be tested at the interview.

Note: *A Certificate of Satisfactory Pursuit* from an amnesty class does not meet this requirement.

Due Consideration

The INS officer is required by law to adjust the difficulty in how questions are asked and evaluated for certain people. This includes those who are older, have less formal education, have lived a shorter period in the country, and have limited access to educational services. You can bring a letter with you to the interview that says (1) how much education you had in your country, (2) how old you are, (3) how you have studied for the test, and (4) how long you have lived in the United States. Show it to the officer so he or she will adjust the questions accordingly.

See Attachment C for a sample letter.

Special Consideration

See Attachment B for a complete list of questions and answers.

The INS gives special consideration to naturalization applicants who are age 65 and older and who have been living in the United States as lawful permanent residents for 20 years or more. They do not have to take the regular civics test based on 100 questions. Instead, they must answer questions such as the following from a short list of 25 questions in the language they choose.

1. Why do we celebrate the Fourth of July?
2. Who was the first President of the United States?
3. Who is the President of the United States today?
4. What is the Constitution?
5. What are the first 10 amendments to the Constitution called?

Reasonable Accommodations

If you have a disability, you can ask INS to give you reasonable accommodations for the test and interview. The accommodations must meet your needs but not change the test requirements.

Some reasonable accommodations you can request include:

- Asking the INS officer to speak loudly and slowly because you are hearing impaired.
- Asking INS to give you the interview at your home because you are very ill and physically unable to travel to the interview.
- Asking INS to give you an interpreter fluent in American Sign Language or another sign language because you are deaf or mute.
- If you qualify, asking INS to let you bring your own interpreter.

See Chapter 7, page 238 for more information.

You need to request accommodations before the test and interview by using the space provided in Part 3 of the N-400.

reasonable = Something that is fair or acceptable. *"I think asking the INS officer to speak loudly and repeat often is a reasonable accommodation."*

hearing impaired = Having a limited or severe hearing loss. *"He became hearing impaired at age 60."*

7. Have good moral character.

Definition

Good moral character includes truthfulness throughout the naturalization process and a lack of a serious criminal record. Criminal behavior often creates a good moral character problem, but good moral character problems are not always criminal. INS has the authority to define actions that indicate a lack of good moral character and to take action against those with criminal behavior.

Length of Good Moral Character

You must have good moral character for the five years (or three if married to a citizen) before you apply for naturalization, although INS may consider conduct outside that time period.

Re-Establishing Good Moral Character

You may apply after five years (or three if married to a citizen) of continuous good moral character. For example, if you lie at the INS interview, you will be denied and must wait five years to reapply.

You may be able to correct some kinds of good moral character problems before the INS interview. For example, if you previously failed to file or pay taxes to the government, you can pay the taxes and give INS proof of payment at the interview. This will re-establish good moral character.

For some problems, you may never be able to have good moral character. These result in a permanent bar to citizenship. You may even be ordered deported if you apply for citizenship and have certain criminal convictions.

See Chapter 3, page 53 for more information about accredited representatives and other legal professionals who can assist you.

Talk to an immigration lawyer or Board of Immigration Appeals (BIA) accredited representative before you apply for naturalization if you are in doubt about a good moral character question. If you apply for citizenship and cannot demonstrate good moral character, INS will deny your application and you will lose your money. You also may have a serious immigration problem as a result.

Board of Immigration Appeals (BIA) = A group of judges who review decisions made by other immigration judges, INS District Directors, and immigration officials. *"I'm bringing a BIA accredited representative to my citizenship interview."*

Some Good Moral Character Problems

Talk to an immigration lawyer or BIA accredited representative before you apply for citizenship if you have had any of these problems.

☐ You were arrested.

☐ You were convicted of a crime.

☐ You were arrested for drunk driving or being drunk in public.

☐ You helped someone enter the United States illegally.

☐ You did not file your federal income tax returns.

☐ You are a male and you did not register with the Selective Service as required.

☐ You lied to INS to get a green card for yourself or someone else.

☐ You lied or did not tell the complete truth in order to get public benefits.

☐ You have not paid child or spousal support as ordered.

☐ You are an alcoholic or habitual drug user.

☐ You have had more than one spouse/marriage at the same time in the United States.

☐ You were convicted of or tell INS you have been involved in prostitution.

☐ You have been involved in illegal gambling.

☐ You were arrested for domestic violence or assault.

☐ You were convicted of selling or possessing drugs.

See Chapter 6, page 200 for information on documents you must show to INS for these problems.

domestic violence = Assault against residents in your home. *"My ex-husband was deported because he beat me and was convicted of domestic violence."*

You were arrested.

See Attachment D for a sample letter to the FBI.

You must tell INS about all of your arrests. If you were ever taken into custody and fingerprinted by the police, you were arrested even if the charges were dismissed or you never went to jail. When you apply for citizenship, INS sends your fingerprints to the FBI. The FBI tells INS about all your arrests, even if you used a different name or your criminal record was expunged. If you do not tell INS the truth about any arrests, you will not have good moral character for citizenship. To determine whether you qualify for citizenship with a prior arrest, always consult with an immigration lawyer or BIA accredited representative. They may advise you to get a copy of your criminal record directly from the FBI before applying.

You were convicted of a crime.

Always consult with an immigration lawyer or BIA accredited representative before making any application to the INS. Sometimes a conviction has occurred and remains permanent for immigration and naturalization purposes even when:

- Your record was "erased."
- Your attorney told you that you would never have to tell anyone you were arrested after it was erased.
- You were convicted many years ago.
- You served probation or paid a fine.
- You were convicted in another country.

This is a difficult area because the law changes often.

You were arrested for drunk driving or being drunk in public.

Drunk driving charges are called Driving Under the Influence of Alcohol (DUI) or Driving While Intoxicated (DWI). If you have a conviction for drunk driving or being drunk in public, INS may decide you do not have good moral character. Depending upon the state law, damages caused, and the decision of the court, convictions of DUI/DWI may disqualify you for five years or permanently.

dismissed = Dropped. *"I was released from jail when the charges were dismissed."*

FBI = The Federal Bureau of Investigation, a department of the federal government that investigates crime in the United States. *"My citizenship application was on hold until the FBI approved my fingerprints."*

expunged = Erased. *"I was told not to worry because my conviction was expunged."*

You helped someone enter the United States illegally.

You may not have good moral character if you helped someone enter the United States illegally. This is a ground for deportation. When it is the first time and the person was your spouse, parent, or unmarried child under 21, you may apply for a waiver. There is another waiver which is harder to get. If this offense leads to a finding that you committed an aggravated felony, you are permanently barred from establishing good moral character and may be deported.

You did not file your federal income tax returns.

This applies only if you earned enough income to file. You must pay your federal income taxes every year that you worked in the United States. If you did not pay your taxes or you did not report all of the money you earned, you may not have good moral character. To re-establish good moral character, you can pay the previous taxes and submit evidence to INS without waiting the additional five years.

You are a male and you did not register with the Selective Service as required.

The Selective Service is a government registry of names for a military draft in the future. When necessary, often in times of war, Congress will vote for a draft, requiring men of certain ages to join the military. If you are a male born after 1960 who lived in the United States between ages 18 and 26, you were required to register for the Selective Service by your 26th birthday. If you knew you were supposed to register for the Selective Service and failed to register, you may not have good moral character.

See Chapter 6, page 203 for more information.

A couple of years ago I drove to visit some friends in Toronto, Canada. I met a beautiful woman who asked if she could ride back with me. I said, "Of course." I didn't know she had tried to cross the border before and was told "no." At the border, the police questioned me. They thought I was trying to smuggle her into the United States. I'm grateful that I had my passport with me. When I showed them that I was a United States citizen, they let me go. If I had a green card, I think INS would have tried to deport me.

smuggle = To help someone enter another country or place illegally. *"He tried to smuggle her across the border."*

You lied to INS to get a green card for yourself or someone else.

You may not have good moral character if you lied to INS at an interview or on an application to immigrate yourself or another family member. This is known as immigration fraud and may result in deportation. For example:

- You wrote that you were single on your permanent resident application. Later, you wrote on your citizenship application that you were married before you became a permanent resident.
- You applied for a green card for someone to come to the United States as your husband. He got a green card, but he is not your husband.
- You loaned a relative your green card to get into the United States.
- You wrote that you entered the United States in 1981 in order to get a permanent resident card. At your citizenship interview you said you entered the United States in 1985.

You lied or did not tell the complete truth in order to get public benefits.

You may not have good moral character and may even be deportable if you lied or hid information to receive public benefits such as food stamps or Medicaid. Examples include:

- You said you were single when you were really married.
- You said you did not earn money when you had an income.
- You said you were a citizen when you were not.

You have not paid child or spousal support as ordered.

You may not have good moral character if you are under court order to support your children or spouse and have failed to do so. INS also may ask you to show evidence you are supporting your children, even those living outside of the United States.

You are an alcoholic or habitual drug user.

You may not have good moral character if there is evidence of chronic alcoholism or drug abuse. INS established this requirement regarding alcoholism many years before the medical community began to define alcoholism as a disease. Drug abuse could be a problem if it occurred within the last five years.

You have had more than one spouse/marriage at the same time in the United States.

You may not have good moral character if you practiced polygamy in the United States. Polygamy means having more than one husband or wife at the same time.

You were convicted of or tell INS you have been involved in prostitution.

You may not have good moral character if you worked as a prostitute, hired a prostitute, or sold the services of prostitutes. If you are convicted of activities related to the prostitution business, you may be deportable.

You have been involved in illegal gambling.

You may not have good moral character if you earned the majority of your income from illegal gambling or have two or more convictions for illegal gambling.

You were convicted of domestic violence or assault.

You may not have good moral character if you were convicted of domestic violence as a result of hitting your spouse or child. Domestic violence also may be a deportable offense. In addition, breaking a protection or restraint order imposed against you as a result of domestic violence or threats is a good moral character problem and a deportable offense.

You were convicted of selling or possessing drugs.

All drug offenses are extremely serious for immigration purposes. Other than "simple possession" of 30 grams or less of marijuana, almost all other convictions for selling or possessing drugs make you deportable.

> Immigration counseling is necessary to determine eligibility for anyone who has a history of good moral character problems and/or criminal offenses. This area of immigration law changes rapidly. Submitting an application without good counsel will give INS the information necessary to deny, or worse, deport you.

evidence: Testimony, documents, or other things that show the truth. *"My evidence of paying taxes comes from the IRS."*

8. Understand and accept the oath of allegiance to the United States.

See Chapter 9, page 291 for the words to the oath of allegiance.

You Are Not a Citizen Until You Take the Oath

The oath is a statement spoken with right hand raised giving support to the principals of the United States Constitution and form of government. Only after taking the oath do you become a full United States citizen with all the rights and responsibilities of citizenship.

How INS Decides if You Understand and Accept the Oath

At your interview, the INS officer will ask you questions from Part 8 of the *Application for Naturalization* to find out if you understand and accept the oath. Then you will take the oath either at the interview or at the naturalization ceremony, depending on your INS district.

You Must Show You Understand and Accept the Ideas in the Oath

You must show that you are attached to the principles of the Constitution and well disposed to the good order and happiness of the United States.

attached to the principles of the Constitution = You accept the government and laws as written in the Constitution, the highest United States law.

well disposed to the good order and happiness of the United States = You want to promote stability and safety for the people of the United States.

You Must Take the Oath and Really Believe It

You cannot take orders from or be loyal to another government as a United States citizen. However, you can still have feelings for your native country and keep your traditions. You may also be a dual citizen.

Special Groups Can Take a Partial Oath

If your religion and beliefs do not allow you to bear arms in defense of the United States or you do not believe in taking an oath, you can ask to take a partial or changed oath.

If you do not believe in bearing arms, you can ask to take the oath without the words, "I will bear arms." If you are opposed to all military service, then you can take the oath without the words, "I will perform noncombatant services in the armed forces."

If you are a Quaker, Jehovah's Witness, or belong to another faith or religion that does not believe in taking an oath, you can take a partial oath without the words "on oath" or "so help me God." You can use the words "solemnly affirm" instead.

To take a partial oath, you must show INS:

- You are opposed to any form of armed service in the military (if asking to remove the words, "I will bear arms").
- You must make the change because of your religious or moral beliefs.
- Your opposition to the full oath is based upon the beliefs of your organized faith, with evidence from a minister of the faith.

Severely Disabled Applicants Can Get an Oath Waiver

In November 2000, Congress passed a law allowing an oath waiver for people who are so severely disabled that they cannot understand or communicate an understanding of the oath. The new law affects only a small number of people. Most disabled applicants will be able to demonstrate enough of an understanding to meet the oath requirement.

See Chapter 7, page 242 for more information about the oath waiver.

bear arms = To be a fighting member of the United States armed forces. *"I will bear arms if the government requires it of me."*

9. Have no citizenship-related legal problems.

Talk to an immigration lawyer or BIA accredited representative before you apply for citizenship if you think you may have a legal problem.

Beware of giving false information!
It can cause serious legal problems.

False: My record was erased, so I don't have to tell INS.
True: INS can find an erased criminal record through your fingerprints and other ways.

False: I was arrested many years ago, so INS won't find out.
True: INS can find a very old criminal record through your fingerprints and other ways.

False: The charges for my arrest were dropped, so I don't have to tell INS.
True: INS has a record of all of your arrests through your fingerprints. If you do not tell INS the truth, you cannot become a citizen.

False: If I forget to tell INS, I won't have a problem.
True: If you do not tell INS the complete truth, INS may conclude that you do not have good moral character. You must try to remember any and all arrests.

False: If INS didn't find out about a problem when I applied for my green card, it won't find out now.
True: INS carefully reviews all of your green card records when you apply for citizenship. It's not too late for past lies and misinformation to be discovered.

False: My juvenile records were sealed so I don't have to tell INS.
True: INS can learn about all of your arrests at any age through your fingerprints.

False: I was deported many years ago, so I don't have to tell INS.
True: INS probably has a record of your deportation, even if it was many years ago.

Some Additional Legal Problems

Talk to an immigration lawyer or BIA accredited representative before you apply for citizenship if you have had any of these problems.

☐ You were ordered deported by INS – now or in the past.

☐ You said you were a United States citizen, but were not.

☐ You were a member of a political movement against democratic ideals.

☐ You are on probation or parole for a criminal conviction.

You were ordered deported by INS – now or in the past.

You cannot apply for citizenship until INS removes any order of deportation against you. If you are currently in deportation proceedings, INS must end the proceedings before you can apply for citizenship. When in doubt, ask a representative to request your INS file to see if an order has been given.

See Attachment E for the application to request your INS file (Form G-639).

You said you were a United States citizen, but were not.

You can have serious legal problems if you:

- Registered to vote before you were a citizen or voted illegally in any federal, state, or local election in the United States.
- Claimed that you were a citizen on an application for public benefits.
- Claimed that you were a citizen when entering the United States when you were not.
- Claimed that you were a citizen to get a job.

Caution: Beware of voter registration services found at the Department of Motor Vehicles. Only a citizen can register to vote.

You were a member of a political movement against democratic ideals.

You may have a problem if you were a member of the Communist Party or an organization related to the Communist Party in the United States or another country in the past. It should not be a problem if your membership was required under law; if it occurred more than 10 years before you apply for citizenship; if you did not understand the organization's purpose; if your membership ended before you turned 16; or if you needed to join the party to get a job, food, housing, or other necessities of life.

Past or current membership and activity in a totalitarian or anarchist group when seeking citizenship is a bigger problem. Such groups do not support democratic ideals and members of these groups are often barred from entering the United States.

You are on probation or parole for a criminal conviction.

If you are currently on probation or parole, you may not become a citizen until you complete your probation period or end the legal process related to your parole.

If you are arrested as a non-citizen, it is very important to talk with a BIA accredited representative or an immigration lawyer as well as a criminal lawyer. Note that a criminal problem is almost always an immigration problem, and that many criminal lawyers do not understand immigration law.

probation = When a person found guilty of a crime is supervised in the community instead of going to jail or prison. The person must show good behavior and report to a probation officer. *"My probation period is for one year."*

parole = When a person is given freedom from jail or prison after serving part of a sentence. The person is usually under the watch of a parole officer. The person may be returned to jail or prison if he or she does not follow certain rules. *"I got parole after serving six months in prison."*

Immigration and Naturalization Service

TEXT ONLY HOME WHAT'S NEW FAQS SEARCH GLOSSARY FEEDBACK TRANSLATE PRINTPAGE

U.S. Department of Justice
Immigration and Naturalization Service
Washington, DC 20536

FACT SHEET

18 December 2001

Changes to the Hmong Veterans' Naturalization Act of 2000

On November 28, 2001, the filing deadline was extended by 18 months for individuals eligible for benefits under the Hmong Veterans Naturalization Act of 2000 as part (P.L. 107-77). The new filing deadline for qualified veterans and their spouses is **May 26, 2003**. The new filing deadline for qualified widows of such veterans is **November 1, 2003**.

Background

The Hmong Veterans' Naturalization Act of 2000, which became law on May 26, 2000, provides an exemption from the English language requirement and special consideration for civics testing for certain refugees from Laos applying for naturalization. This benefit is limited to no more than 45,000 eligible refugees from Laos who were admitted to the United States as refugees from Laos pursuant to Section 207 of the INS.

Who is Eligible?

The law, Public Law 106-207, applies to refugees from Laos who served with a special guerrilla unit, or irregular forces, operating from a base in Laos in support of the United States military at any time during February 28, 1961 through September 18, 1978 and who entered the United States as refugees from Laos according to Section 207 of the INA. The law extends this benefit to the veteran's spouse only if the spouse was married to the veteran on the day the veteran applied for admission into the United States as a refugee from Laos according to Section 207 of the INA. These benefits were extended to the widows of veterans who died in Laos, Thailand, or Vietnam and were admitted as a refugee from Laos according to Section 207 of the INA by P.L. 106-415.

How Can Applicants Apply for this Benefit?

Eligible applicants—including those who currently have pending naturalization applications—can request this benefit at the time of their naturalization interview. There are no additional forms to be completed and no additional fee.

How Can Applicants Establish Eligibility?

At the time of their naturalization interview, applicants must establish with INS that they served with a special guerrilla unit or irregular forces or that they were the spouse of a veteran on the day the veteran applied for admission to the United States or that they qualify as a surviving spouse of a qualifying veteran who died while in, Laos, Thailand or Vietnam. If an applicant testified to this military service at the time of refugee processing, the required documentation should already be in the applicants immigration file. If not, applicants can bring to their INS interview either:

- Original documents;
- An affidavit of the serving person's superior officer;
- Two affidavits from other individuals who also were serving with such a special guerrilla unit, or irregular forces, and who personally knew of the person's service; or
- Other appropriate proof.

Although not required, it is helpful if applicants bring with them to their INS interview the family's copy of the Voluntary Agency family history that was prepared during refugee processing.

What Is the Exemption from the English Language Requirement?

Eligible applicants will not need to demonstrate that they read, write and speak English. They will not be tested on their English language ability.

What is the "Special Consideration" for Civics Testing?

Eligible applicants will be given the modified civics test that is currently provided to elderly applicants who are over 65 years of age and have been living in the United States as permanent residents for periods totaling at least 20 years. They can take the test in the language of their choice and may bring a qualified interpreter to translate for them. *[The list of 25 sample questions for elderly applicants is available in INS' "Guide to Naturalization" (Form M-476) and on the INS website www.ins.gov.]*

Last Modified 01/04/2002

Sample Civics Questions for Elderly Applicants

Persons over the age of 65 who are Permanent Residents and who have resided in the United States as Permanent Residents for at least 20 years have different requirements for history and government knowledge. They may also be tested in the language of their choice since they are exempt from the English literacy requirements.

1. Why do we celebrate the Fourth of July?
It is Independence Day

2. Who was the first President of the United States?
George Washington

3. Who is the President of the United States now?
Bill Clinton*

4. What is the Constitution?
The supreme law of the land

5. What are the first 10 amendments to the Constitution called?
The Bill of Rights

6. Who elects Congress?
The citizens of the United States

7. How many Senators are there in Congress?
100

8. For how long do we elect each Senator?
6 years

9. For how long do we elect the each member of the House of Representatives?
2 years

10. Who nominates judges to the Supreme Court?
The President

11. What are the three branches of our Government?
Legislative, Executive, and Judicial

12. What is the highest court in the United States?
The Supreme Court

13. What major river running North to South divides the United States?
The Mississippi River

14. The Civil War was fought over what important issues?
Slavery and states' rights

15. What are the two major political parties in the United States today?
Republican and Democrat

16. How many states are there in the United States?
50

17. What is the capital of the United States?
Washington, DC

18. What is the minimum voting age in the United States?
18

* **Note:** the answers to questions marked with asterisks will change. Check to be sure you have the correct answer.

Form M-481
(Rev 11/98)

19.Who was Martin Luther King, Jr.?
A civil rights leader

20.What nation was first to land a man on the moon?
The United States

21.What is the capital of your state?

22.What is it called if the President refuses to sign a bill into law and returns it to Congress with his objections?
Veto

23.What two oceans border the United States?
The Atlantic and Pacific Oceans

24.What famous American invented the electric light bulb?
Thomas Edison

25.What is the national anthem of the United States?
The Star-Spangled Banner

November 1, 2000

INS District Office
(full address)

Re: Request for Due Consideration on Citizenship Test

Dear Sir or Madam:

With regard to the educational and testing requirements for citizenship, 8 CFR § 312.2 (c) (2) states, "In choosing the subject matters, in phrasing questions and in evaluating responses, due consideration shall be given to the applicant's education, background, age, length of residence in the United States, opportunities available and efforts made to acquire the requisite knowledge, and any other elements or factors relevant to an appraisal of the adequacy of the applicant's knowledge and understanding."

In accordance with the law, I am requesting due consideration on the citizenship test. Please take into account the following factors when testing me:

(Choose from below or add other relevant factors.)

- my elderly age of ...
- my limited education in my native country (add details)
- my longtime residence in the U.S. as an LPR (add how many years)
- my efforts to attend classes and prepare for the test (add details)

Thank you very much. If you have any questions, please contact me at ...

Sincerely,

Signature
Name
A#
Address

February 7, 2001

Federal Bureau of Investigation
Attention: FCU
1000 Custer Hollow Road
Clarksburg, WV 26306

RE: REQUEST FOR MY CRIMINAL HISTORY

Dear Sir or Madam:

Please send a report on my criminal history to my attorney at the address below:

[attorney's full address]

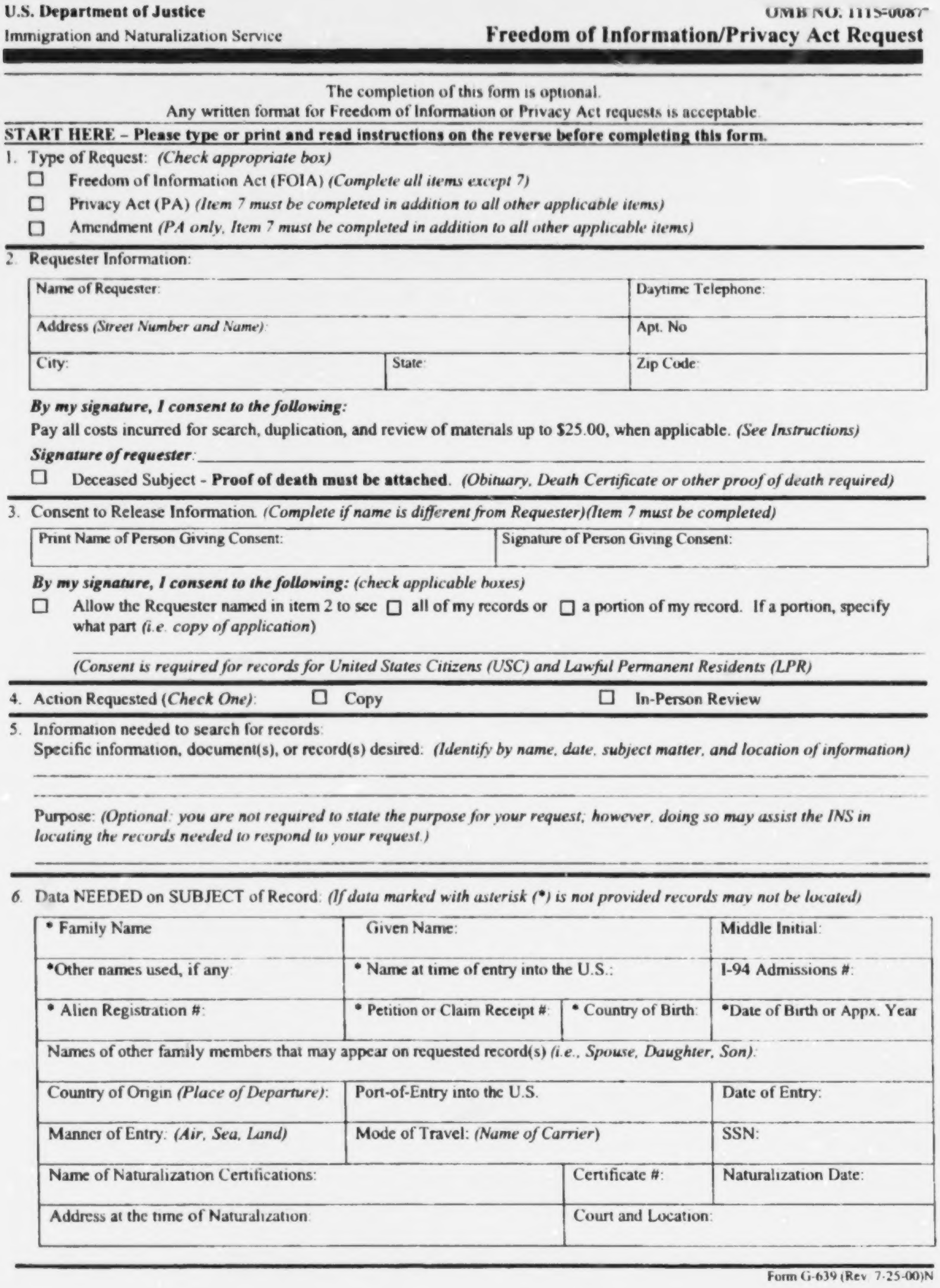
Enclosed please find:

- a set of my fingerprints, and
- a money order payable to the Treasury of the United States in the amount of $18.00.

Thank you for your attention to this request.

Sincerely,

[full name and signature]



U.S. Department of Justice
Immigration and Naturalization Service

OMB NO. 1115-0087

Freedom of Information/Privacy Act Request

The completion of this form is optional.
Any written format for Freedom of Information or Privacy Act requests is acceptable.

START HERE – Please type or print and read instructions on the reverse before completing this form.

1. Type of Request: *(Check appropriate box)*
   - ☐ Freedom of Information Act (FOIA) *(Complete all items except 7)*
   - ☐ Privacy Act (PA) *(Item 7 must be completed in addition to all other applicable items)*
   - ☐ Amendment *(PA only, Item 7 must be completed in addition to all other applicable items)*

2. Requester Information:

Name of Requester:		Daytime Telephone:
Address *(Street Number and Name)*:		Apt. No
City:	State:	Zip Code:

By my signature, I consent to the following:

Pay all costs incurred for search, duplication, and review of materials up to $25.00, when applicable. *(See Instructions)*

***Signature of requester*:** ______________________________

☐ Deceased Subject - **Proof of death must be attached.** *(Obituary, Death Certificate or other proof of death required)*

3. Consent to Release Information. *(Complete if name is different from Requester)(Item 7 must be completed)*

Print Name of Person Giving Consent:	Signature of Person Giving Consent:

By my signature, I consent to the following: *(check applicable boxes)*

☐ Allow the Requester named in item 2 to see ☐ all of my records or ☐ a portion of my record. If a portion, specify what part *(i.e. copy of application)*

____

(Consent is required for records for United States Citizens (USC) and Lawful Permanent Residents (LPR)

4. Action Requested (*Check One*): ☐ Copy ☐ In-Person Review

5. Information needed to search for records:
   Specific information, document(s), or record(s) desired: *(Identify by name, date, subject matter, and location of information)*

   ____

   ____

   Purpose: *(Optional: you are not required to state the purpose for your request; however, doing so may assist the INS in locating the records needed to respond to your request.)*

   ____

6. Data NEEDED on SUBJECT of Record: *(If data marked with asterisk (*) is not provided records may not be located)*

* Family Name	Given Name:		Middle Initial:
*Other names used, if any:	* Name at time of entry into the U.S.:		I-94 Admissions #:
* Alien Registration #:	* Petition or Claim Receipt #:	* Country of Birth:	*Date of Birth or Appx. Year
Names of other family members that may appear on requested record(s) *(i.e., Spouse, Daughter, Son)*:			
Country of Origin *(Place of Departure)*:	Port-of-Entry into the U.S.		Date of Entry:
Manner of Entry: *(Air, Sea, Land)*	Mode of Travel: *(Name of Carrier)*		SSN:
Name of Naturalization Certifications:		Certificate #:	Naturalization Date:
Address at the time of Naturalization:		Court and Location:	

Form G-639 (Rev. 7-25-00)N

7. Verification of Subject's Identity: *(See Instructions for Explanation)(Check One Box)*

☐ In-Person with ID ☐ Notarized Affidavit of Identity ☐ Other *(Specify)*________________

Signature of Subject of Record: ____________________

Date: ________________

Telephone No.: (   ) -

NOTARY *(Normally needed from individuals who are the subject of the records sought) (See below)* or a sworn declaration under penalty of perjury.

Subscribed and sworn to before me this __________ day of ________________ in the Year ______

Signature of Notary ____________________ My Commission Expires __________

OR

If a declaration is provided in lieu of a notarized signature, it must state, at a minimum, the following: (Include Notary Seal or Stamp in this Space)

If executed outside the United States: "I declare (certify, verify, or state) under penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

Signature: ____________________

If executed within the United States, its territories, possessions, or commonwealths: "I declare (certify, verify, or state) under penalty of perjury that the foregoing is true and correct.

Signature: ____________________

OMB No. 1115-0087

Freedom of Information/Privacy Act Request

INSTRUCTIONS

Please read ALL Instructions carefully before completing this form.
Applicants making false statements are subject to criminal penalties (Pub.L. 93-579.99 Stat. (5 U.S.C. 552a(i)(3)).

Are There Cases When You do not Use This Form?

Do not use this form:

(1) To determine status of pending applications, write to the office where the application was filed or call the nearest INS office;
(2) For Consular notification of visa petition approval, use Form I-824 (Application for Action on an Approved Application or Petition);
(3) For the return of original documents, use Form G-884 (Request for Return of Original Documents);
(4) For records of naturalization prior to September 27, 1906, write to the clerk of court where naturalization occurred; or
(5) For information on INS manifest arrivals prior to December 1982, write to the National Archives.

How Can You Obtain Copies of Records from INS?

Persons requesting a search for access to INS records under the Freedom of Information or Privacy Acts may submit the completed application to the INS office nearest the applicant's place of residence. Requests may be submitted in person or by mail. If an application is mailed, the envelope should be clearly marked "Freedom of Information" or "Privacy Act Request." The INS Internet address is: http://www.ins.usdoj.gov.

What Information is Needed to Search for Records?

Please Note: Failure to provide complete and specific information as requested in Item 5 of the form, may result in a delay in processing or inability to locate the record(s) or information requested. You may access "http://www.access.gpo.gov/su-docs" for a description of DOJ/INS systems of records.

Verification of Identity in Person.

Requesters appearing in person for access to their records may identify themselves by showing a document bearing a photograph (such as an Alien Registration Card, Form I-551, Citizen Identification Card, Naturalization Certificate, or passport) or two items which bear their name and address (such as a driver's license and voter's registration).

Verification of Identity by Mail.

Requesters wanting access to their records shall identify themselves by name, current address, date and place of birth, and alien or employee identification number. A notarized example of their signatures or sworn declaration under penalty of perjury must also be provided (this Form G-639 or a DOJ Form 361, Certification of Identity, may be used for this purposes).

Verification of Identity of Guardians.

Parents or legal guardians must establish their own identity as parents or legal guardians and the identity of the child or other person being represented.

Authorization or Consent.

Other parties requesting nonpublic information about an individual usually must have the consent of that individual on Form G-639 or by an authorizing letter, together with appropriate verification of identity of the record subject. Notarized or sworn declaration is required from a record subject who is a lawful permanent resident or U.S. citizen, and for access to certain Legalization files.

Can My Request be Expedited?

To have your request processed ahead of ones received earlier you must show a compelling need for the information.

How Do You Show a Compelling Need?

A requester who seeks expedited processing must explain in detail the basis of the need and should submit a statement certified to be true and correct to the best of your knowledge and belief. You must also establish one or more of the following exists:

(1) Circumstances in which the lack of expedited processing could reasonably be expected to pose an imminent threat to the life or physical safety of an individual, or result in the loss of substantial due process rights;
(2) An urgency to inform the public about an actual or alleged federal government activity, if made by a person primarily engaged in disseminating information; or
(3) A matter of widespread and exceptional media interest in which there exists possible questions about the government's integrity which affect public confidence.

Fees.

Except for commercial requesters, the first 100 pages of reproduction and two hours of search time will be furnished without charge. Thereafter, for requests processed under the Privacy Act, there may be a fee of $ .10 per page for photocopy duplication. For requests processed under the Freedom of Information Act, there may be a fee for quarter hours of time spent for searches and for review of records. Search fees are at the following rates per quarter hour: $4.00 clerical, $7.00 professional/computer operator; and $ 10.00 managerial. Other costs for searches and duplication will be charged at the actual direct cost. Fees will only be charged if the aggregate amount of fees for searches, copy and/or review is more than $14.00. If the total anticipated fees amount to more than $250.00, or the same requester has failed to pay fees in the past, an advance deposit may be requested. Fee waivers or reductions may be requested for a request that clearly will benefit the public and is not primarily in the personal or commercial interest of the requester. Such requests should include a justification

INSTRUCTIONS *Continued*

When Must I Submit Fees?

Do not send money with this request. When requested to do so, submit fees in the exact amount. Payment may be in the form of a check or a United States Postal money order (or, if form is submitted from outside the United States, remittance may be made by bank international money order or foreign draft drawn on a financial institution in the United States) made payable, in United States currency, to the "Immigration and Naturalization Service". A requester residing in the U.S. Virgin Islands shall make his/her remittance payable to "Commissioner of Finance of the Virgin Islands," and, if residing in Guam, to "Treasurer, Guam". **DO NOT SEND CASH AT ANYTIME.**

A charge of $30.00 will be imposed if a check in payment of a fee is not honored by the bank on which it is drawn. Every remittance will be accepted subject to collection.

Routine Uses.

Information will be used to comply with requests for information under 5 U.S.C. 552 and 552a; information provided to other agencies may be for referrals, consultations, and/or to answer subsequent inquiries concerning specific requests.

Effect of Not Providing Requested Information.

Furnishing the information requested on this form is voluntary. However, failure to furnish the information may result in the inability of INS to comply with a request when compliance will violate other policies or laws.

General Information.

The Freedom of Information Act (5 U.S.C. 552) allows requesters to have access to Federal agency records, except those which have been exempted by the Act.

Privacy Act Statement.

Authority to collect this information is contained in Title 5 U.S.C. 552 and 552a. The purpose of the collection is to enable INS to locate applicable records and to respond to requests made under the Freedom of Information and Privacy Acts.

The Privacy Act of 1974. (5 U.S.C. 552a).

With certain exceptions, the Privacy Act of 1974 permits individuals (U.S. citizens or permanent resident aliens) to gain access to information pertaining to themselves in Federal agency records, to have a copy made of all or any part thereof, to correct or amend such records, and to permit individuals to make requests concerning what records pertaining to themselves, are collected, maintained, used or disseminated. The Act also prohibits disclosure of individuals' records without their written consent, except under certain circumstances as prescribed by the Privacy Act.

Public Reporting Burden.

Under the Paperwork Reduction Act (5 U.S.C. 1320), a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. Often this is difficult because some immigration laws are very complex. The estimated average time to complete and file this application is 15 minutes per response, including the time for reviewing the instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler you may write to the Immigration and Naturalization Service, HQPDI, 425 I Street, N.W., Room 4307r, Washington, DC 20536; OMB No. 1115-0087.

Chapter Three

Overview of the Process

Mighty things from small beginnings grow.
–John Dryden

In this Chapter:

- Step 1: Decide if You Should Apply
- Step 2: Complete the N-400 Application Package
- Step 3: Prepare for the Interview and Test
- Step 4: Get Fingerprinted
- Step 5: Go to the INS Interview
- Step 6: Take the Oath of Allegiance

Most people naturalize with these six steps.

This chapter outlines the six steps in the naturalization process. It is important to follow these steps correctly. Do not apply before your eligibility date or your application will be rejected and you will lose your money.

STEP 1: DECIDE IF YOU SHOULD APPLY

Check that You Meet the Naturalization Requirements

1. Be at least 18 years old.
2. Be a lawful permanent resident for five years (three years if you are married to a citizen).
3. Have made the United States* your continuous residence for five years (three years if you are married to a citizen).
4. Have been in the United States for at least half of the five years (three years if you are married to a citizen) before applying for naturalization.
5. Pass a test on speaking, understanding, reading and writing basic English.**
6. Pass a United States history and government test.***
7. Have good moral character.
8. Understand and accept the oath of allegiance to the United States.
9. Have no citizenship-related legal problems.

* The United States includes the territories of Puerto Rico, Guam, the United States Virgin Islands, and the Northern Mariana Islands.

** Unless eligible for an exemption based on age and long residence or a waiver based on disability.

*** Unless eligible for a waiver based on disability.

Review Possible Legal Problems

See Chapter 2 for a complete explanation.

Many people do not need a legal professional to fill out their applications. However, it is very important that some people talk to a legal professional before they apply. If you check any of the boxes below, talk to a legal professional before you apply for citizenship. Find out if you are prevented from applying or the problem can be corrected.

☐ You left the United States for more than six months.

☐ You moved to another country after you became a permanent resident.

☐ You have been arrested or convicted of a crime.

☐ You spent time in jail.

☐ You had family problems and were charged with domestic violence, spouse abuse, child abuse, or child neglect.

☐ You are on probation or parole for a criminal conviction.

☐ You are now in deportation proceedings or have been ordered deported by INS or the immigration court in the past.

☐ You helped someone enter the United States illegally, including relatives.

☐ You lied to get a green card for yourself or someone else.

☐ You lied or didn't tell the truth to receive public benefits.

☐ You said you were a United States citizen, but were not.

☐ You were involved in prostitution.

☐ You have not filed your federal income taxes every year that you worked in the United States and you earned enough money to file.

☐ You have not paid court ordered child support or have not provided support to your children living outside the United States.

☐ You are an alcoholic or were arrested for drunk driving or being drunk in public.

☐ You are male and did not register for the Selective Service between the ages of 18 and 26 if you lived in the United States at that time.

☐ You have had more than one spouse/marriage at the same time in the United States.

☐ You have been involved in illegal gambling.

☐ You were convicted of selling or possessing drugs.

Review Possible Testing Problems

If you do not know any English or know only a little, you may have a problem passing the English and United States history and government tests.

You must know enough basic English to:

- take an oath to tell the truth;
- answer questions about yourself and everyday life;
- answer questions about your *Application for Naturalization* (Form N-400);
- write one sentence spoken to you (the dictation);
- read questions or a short paragraph; and
- answer questions in English about United States history and government.

If you do not think you will be ready to pass the test when you are called by INS, wait to send INS your citizenship application. You can take the test only two times. If you fail both times, you must start the application process over again, including paying the fees. You can start preparing for the tests by taking classes at a community service agency, getting a tutor, or studying on your own.

See Chapter 5, page 122 for more information on preparing for the test.

Get Help from a Citizenship Legal Professional

Legal Professionals May Offer Some or All of These Services:

- Give you general information about the citizenship process.
- Help you decide if you can apply for citizenship.
- Recommend what you can do to resolve your problems in meeting the citizenship requirements.
- Help you complete and send your citizenship application to INS.
- Help you work with a doctor to complete your disability waiver correctly.
- Go to your home to take pictures and complete your citizenship application if you are disabled and can not leave your house.
- Help you collect required documents for INS.
- Provide legal representation and receive INS notices on your behalf.
- Help you understand letters and documents you receive from INS.
- Help you follow-up with INS.
- Keep a file of documents given to INS.
- Go with you to the interview and be your legal representative.
- Help you appeal a denial.

See Chapter 7 for more information on disabilities.

follow-up = To find out where your application is in the citizenship process and when you should hear from INS about the next step. *"It's been a long time since I heard from the INS. I need to follow-up."*

legal representative = An attorney or BIA accredited representative who can sign an INS Form G-28 to represent you at the INS interview. *"I'm taking a legal representative with me to the interview."*

Different Kinds of Citizenship Help

Citizenship Application Workshops

Some organizations and elected officials offer application workshops for groups of people using trained volunteers and/or professionals. They help you complete the citizenship application package, review it for problems, and then send it to INS. If you have a problem, you should be referred to a lawyer or accredited representative before you apply.

Community Organizations

Some community organizations offer individual help to complete the citizenship application and other services for a low price. The person who helps you may or may not be a legal professional. Many community organizations also offer test preparation classes and application group processing workshops.

Notary Publics

Some notary publics offer individual help in filling out the citizenship application for a fee. They are not legal professionals unless they are also lawyers or accredited representatives. Legally, they can only sign and stamp documents as a witness to a person's signature. Notary publics seldom have special training in immigration law or procedures. In fact many notary publics engage in the unauthorized practice of law.

Caution: Avoid notary publics, travel agencies, and real estate offices who offer immigration services. They are not qualified to offer legal services and can make mistakes that may cause serious problems.

Reputable People

There are many thoughtful volunteers in the community wishing to help immigrants. However, they may not understand immigration law and the specifics of your case. A reputable person must know you before you apply for citizenship. It may be a relative, neighbor, personal friend, business friend, or religious worker. The person can assist, but cannot represent, you in immigration or naturalization issues.

> *Because I had a legal question, I was a little worried about my ability to become a citizen. My friends told me not to spend money on a lawyer, but I went ahead and hired one. It was worth it. The lawyer explained how I could overcome my problem and become a citizen. I passed the interview.*

unauthorized practice of law = To give legal advice or suggest answers when filling out INS forms. *"I am being deported because I went to a notary public who engaged in the unauthorized practice of law and gave me advice that was completely wrong!"*

People Who Provide Legal Representation Before INS

See Attachment A for a copy of Form G-28.

Only the four groups of people listed below can by law provide legal representation before INS. There are few exceptions. If you will be represented at the interview, you must send a Form G-28, *Notice of Entry of Appearance as Attorney or Representative* with your citizenship application or bring it with you to your interview.

- lawyers
- supervised law students
- graduates of law schools who are not yet admitted to the bar
- accredited representatives

Lawyers

Lawyers are also called attorneys. A lawyer has an undergraduate college degree (B.A. or B.S.) and a law degree (Juris Doctor) from an accredited law school. A lawyer must also be licensed by the state by passing a test called the bar exam. A lawyer who passes the test and meets the other requirements (ethical and professional standards) has been licensed or "admitted to the bar."

Lawyers can practice many kinds of law, such as immigration, family, tax, bankruptcy, and criminal. Some lawyers are specialists in one area while others are generalists dealing with a variety of legal problems. Immigration lawyers know about recent changes in immigration and citizenship law and have experience representing people in this area.

Whatever you tell a lawyer or law graduate is protected by what is called "Attorney-Client Privilege." This means that everything you say is confidential. No one can find out what you said, including the government. Also, the lawyer is not allowed to tell anyone else what you said, unless you give permission in writing. Accredited representatives should give you similar confidentiality based upon their employer's ethical standards.

Supervised Law Students and Graduates of Law Schools Who are Not Yet Admitted to the Bar

They can practice law within certain limits. They cannot be paid for their work. Law students can only represent people if they are supervised by a law professor or lawyer at a law school or non-profit agency. Law graduates can only represent people if they are supervised by a lawyer or an accredited representative.

confidential = Kept private between a professional and a client. *"As your lawyer, I will keep this information confidential."*

Accredited Representatives

Accredited representatives work for organizations that have been recognized by the Board of Immigration Appeals (BIA) to employ people to practice immigration law. The organization must be a non-profit service agency and charge people low fees. Accredited representatives must have knowledge and experience in immigration law. If an accredited representative leaves the organization, he or she loses the accreditation

> *I had some legal problems, but not a lot of money. Someone told me about accredited representatives. They know immigration law like lawyers, but they work to help people with low-income. I received good help. My representative was very knowledgeable.*

How to Find Legal Professionals

Recommendations From Friends and Family Members
People you know may recommend legal professionals they have used and trusted.

Refugee Resettlement Agencies
If you were a refugee, check with the agency that sponsored and resettled you. They may offer legal services or be able to refer you to a professional.

Community Agencies
Some community organizations offer legal services to immigrants through lawyers or accredited representatives familiar with immigration issues. Often these organizations focus their services for people with low-income.

Advertisements
Many immigration lawyers advertise to get business. They pay for ads on television, on the radio, in the newspaper, and in the yellow pages of the phone book. Just because a lawyer advertises does not mean he or she does good work. It only means the lawyer paid money for an ad. Sometimes good lawyers do not need to advertise because they have enough business through personal referrals.

Legal Aid
Many communities have Legal Assistance Centers that provide legal representation for low-income people. Look in the yellow pages of the phone book under "Legal Assistance" or "Legal Aid."

refer = To recommend. *"I can refer you to a good immigration lawyer."*

How to Choose a Good Legal Professional

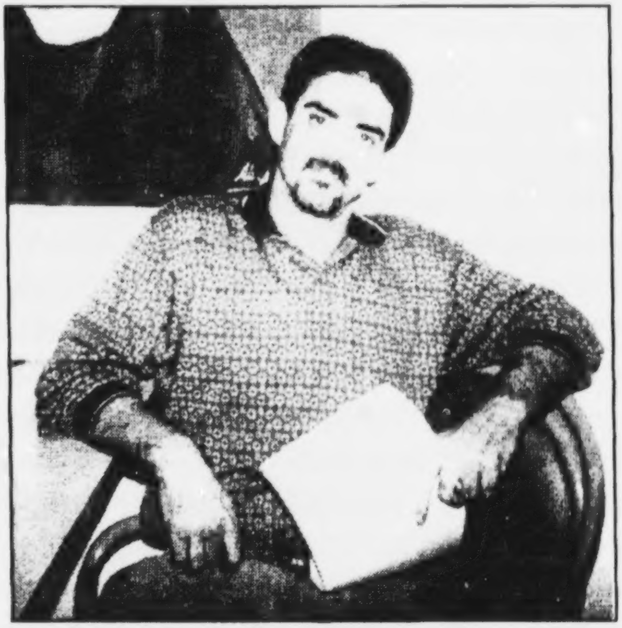
Many people offer immigration help. Since you may spend a lot of time and money, it is important to choose a legal professional who can accurately help you. As a customer, you may want to interview several legal professionals to help you decide which is the best. Do not select someone just because he or she says they can get you citizenship.

Questions You Can Ask the Legal Professional

- Do you charge for the first meeting? How much?
- How long have you worked in immigration law?
- What qualifications do you have?
- Can you represent me in front of INS?
- Have you worked with people with my kind of immigration situation?
- What services do you provide (application, follow-up, legal representation at the interview, etc.)
- Do you charge by the service or hourly? How much should I expect to pay? When should I expect to pay?
- Are you a member of an immigration lawyers' association?
- Will we have a written contract between us?

Questions You Should Ask Yourself

- Do I trust this person?
- Do I feel comfortable telling this person confidential information?



Working with a Legal Professional

- Get a written contract from the legal professional. If the professional doesn't offer, ask for one. It should say what services will be given and what you will pay for each service.

- Get a receipt for any payments you make. The receipt should include the name, date, and address of the legal professional or organization.

- Never leave your original documents with your legal professional. Your legal professional and INS only need to keep photocopies, not originals, of your documents. Beware; if you leave originals with others, they can lose them or take advantage of the situation. INS may want to see, but not keep, the original documents at your interview.

- Review any forms, letters, and documents that your legal professional sends to INS. Review the papers to make sure that the application is complete and accurate. If the legal professional makes an unknown mistake, you could have a problem at the interview.

- Get copies of any forms, letters, and documents that your legal professional sends to INS. The copies tell you what INS has in your immigration file. Copies are evidence of completed work for which you have paid. The copies will be important if INS loses your application. You can also review them for your interview.

- Pay your bills with a personal check or money order. Never pay in cash. With a check, you can stop payment if you think the legal professional is not providing you the services promised. A canceled check is also proof that you paid. If the professional will not accept a personal check, go to a bank or store where money orders are sold.

Adapted from "Beware of Immigrant Services Fraud", New York Association for New Americans, New York Immigration Coalition, New York City Department of Consumer Affairs, NYC Mayor's Office of Immigration Affairs.

Talking to a Legal Professional

The professional will ask you a lot of questions. You need to answer all of the questions truthfully and completely. Only then can the legal expert give you good advice. In immigration law, sometimes a very small problem can turn into a big problem because your legal professional did not know the truth.

Also, your legal professional cannot lie for you. A lawyer or accredited representative can lose his or her job for knowingly telling false or incomplete information.

A legal professional who promises you certain results is not telling the truth and may cause you serious legal problems. Stay away from a legal professional who:

- guarantees you will pass the citizenship test;
- guarantees your citizenship through "special connections" at INS; or
- promises to speed up your application if you pay extra money.

> *I didn't want to tell my lawyer everything. I just wanted her to get me my citizenship. I thought that if she's a good lawyer, it won't matter. I was wrong, and now I'm in big trouble. INS found out about my conviction from 18 years ago. I've been in this country since I was two years old, and now INS can deport me.*

Protection Against Misrepresentation

You may have problems with your legal professional. Problems happen, for example, when a legal professional takes your money without doing what he or she promised. You have the right make a complaint, correct the problem, and get your money back.

Reporting Problems With a Lawyer

In most states you can complain about problems with lawyers to a disciplinary board. If the complaint is within the law and appears real, the board will investigate. If the board finds out that the lawyer did something illegal or dishonest, the board may discipline or punish the lawyer. They can discipline by taking away a lawyer's license temporarily or permanently. They can also let the public know what the lawyer did. Call the state if you want to find out if any people have complained about a lawyer or you want to report a problem. The disciplinary board is usually in your state capital and other large cities in your state. The name of the disciplinary board varies from state to state. For example, in Illinois it is called the Attorney Registration and Disciplinary Commission.

disciplinary board = A group of lawyers in each state who investigate complaints about other lawyers and decide on guilt and punishment. *"The disciplinary board voted to take away my ex-lawyer's license for six months."*

Reporting Problems With an Accredited Representative

You can complain to the organization where the accredited representative works, to your local INS District Counsel (lawyers for the INS), or to the Board of Immigration Appeals.

Reporting Problems With a Notary Public or Other Non-Professionals

You can usually report a problem to your local district attorney's office or the Department of Consumer Affairs of local government. They will investigate and tell you if they can take the case to trial. You can find them under county or city government in the phone book. You may choose to hire a lawyer and sue the person in civil court.

STEP 2: COMPLETE THE N-400 APPLICATION PACKAGE

☐ Complete the N-400 application.

☐ Get payment for the N-400 application.

☐ Have photos taken.

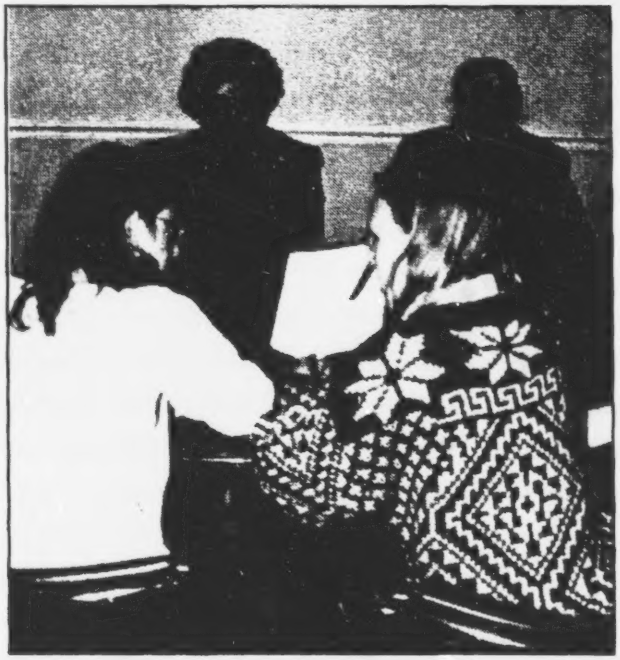
☐ Make a copy of your green card.

☐ Make a copy of your N-400 application and your payment to keep.

☐ Collect any other needed documents to include in your package.

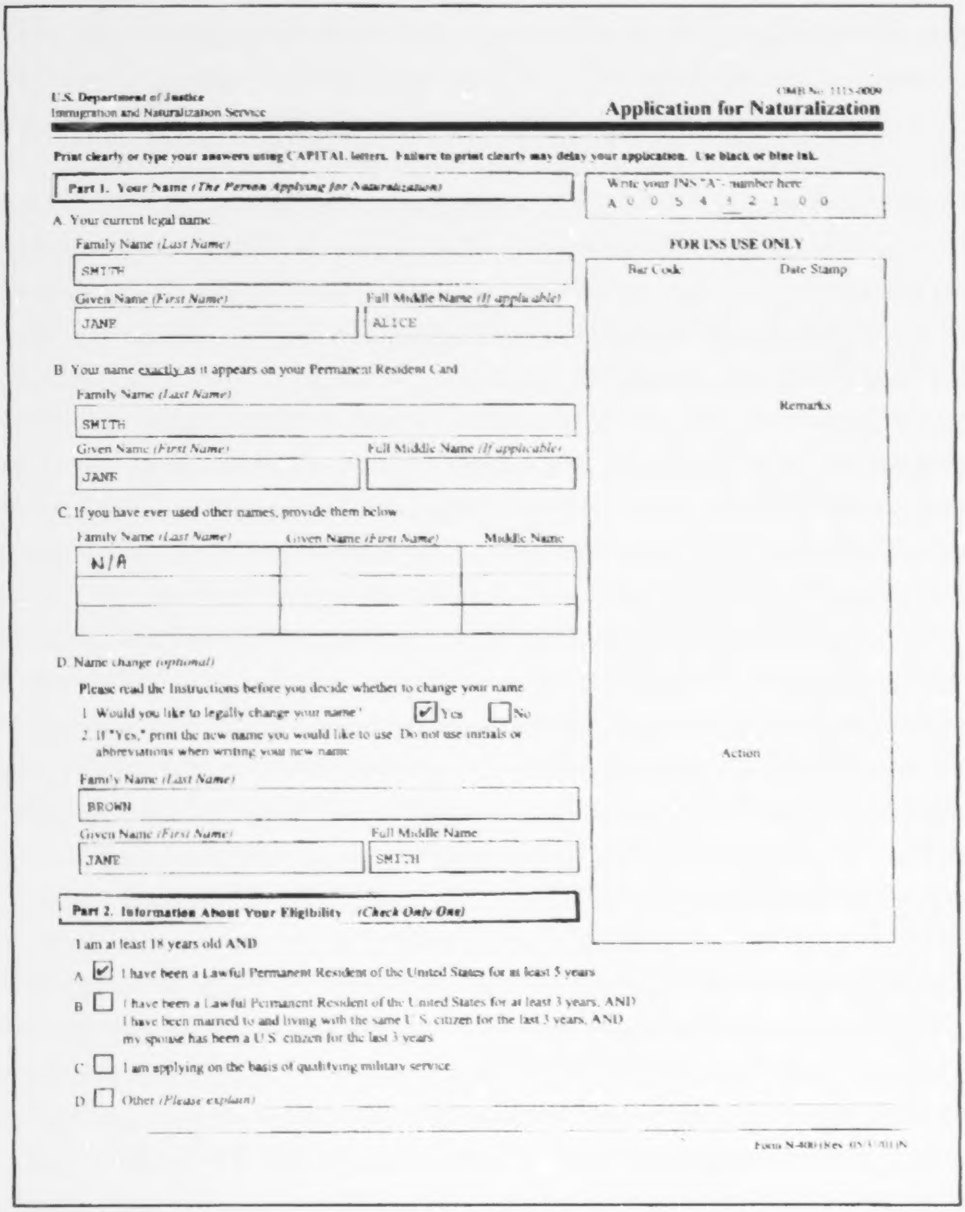
☐ Send the N-400, photos, payment, and copy of your green card to the correct INS Service Center.

☐ Get confirmation that INS received your application.



Complete the N-400 application.

Some of the questions on the citizenship application are easy to understand while others are more difficult. Even completing a name correctly can be difficult if the name has been changed by choice or mistake in the past. It is important that you understand each question before you answer it. You are filling out and signing a legal document. You may want to get help with your application to protect yourself from any problems.



U.S. Department of Justice
Immigration and Naturalization Service

OMB No. 1115-0009
Application for Naturalization

Print clearly or type your answers using CAPITAL letters. Failure to print clearly may delay your application. Use black or blue ink.

Part 1. Your Name ***(The Person Applying for Naturalization)***

Write your INS "A"- number here:
A 0 0 5 4 3 2 1 0 0

A. Your current legal name.

Family Name *(Last Name)*: SMITH

Given Name *(First Name)*: JANE

Full Middle Name *(If applicable)*: ALICE

B. Your name exactly as it appears on your Permanent Resident Card.

Family Name *(Last Name)*: SMITH

Given Name *(First Name)*: JANE

Full Middle Name *(If applicable)*:

C. If you have ever used other names, provide them below.

Family Name *(Last Name)*	Given Name *(First Name)*	Middle Name
N/A		

D. Name change *(optional)*

Please read the Instructions before you decide whether to change your name.

1. Would you like to legally change your name? ☑ Yes ☐ No
2. If "Yes," print the new name you would like to use. Do not use initials or abbreviations when writing your new name.

Family Name *(Last Name)*: BROWN

Given Name *(First Name)*: JANE

Full Middle Name: SMITH

FOR INS USE ONLY

Bar Code

Date Stamp

Remarks

Action

Part 2. Information About Your Eligibility ***(Check Only One)***

I am at least 18 years old AND

A ☑ I have been a Lawful Permanent Resident of the United States for at least 5 years.

B ☐ I have been a Lawful Permanent Resident of the United States for at least 3 years, AND I have been married to and living with the same U.S. citizen for the last 3 years, AND my spouse has been a U.S. citizen for the last 3 years.

C ☐ I am applying on the basis of qualifying military service.

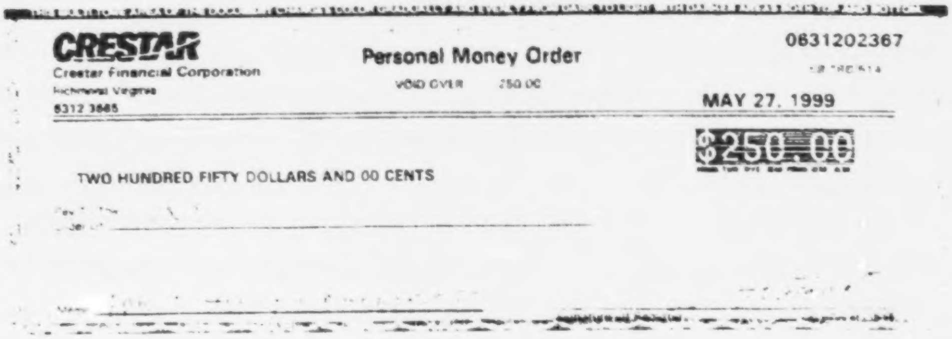
D ☐ Other *(Please explain)*

Form N-400 (Rev. [illegible])

Get payment for the N-400 application.*

To pay the required fee, get a money order made out to "INS" or "Immigration and Naturalization Service." You can also send a personal check. Make your check or money order out for $310 to cover the application fee of $260 and the fingerprinting fee of $50. If you are age 75 or older, no fingerprints are necessary, so the $50 fee is not required.

Money order



CRESTAR
Crestar Financial Corporation

Personal Money Order

VOID OVER 250.00

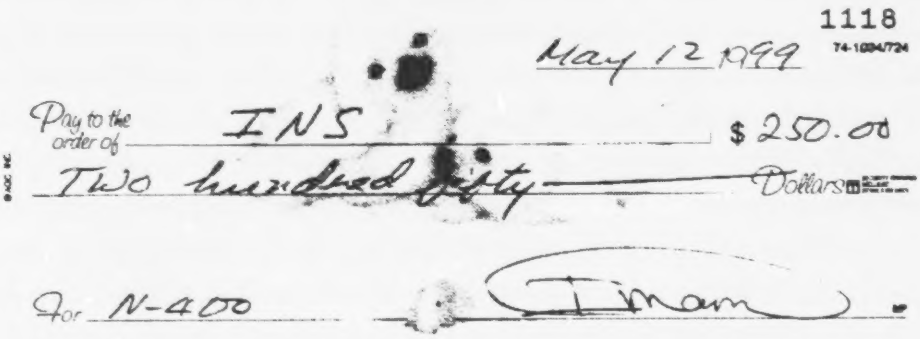
0631202367

MAY 27, 1999

$250.00

TWO HUNDRED FIFTY DOLLARS AND 00 CENTS

Personal check



1118

May 12 1999

Pay to the order of INS $250.00

Two hundred fifty Dollars

For N-400

---

* The fees for application and fingerprinting increased from $250 to $310 in early 2002.

Fee Waivers

If you are unable to pay the $260 application fee, you may be able to apply for a fee waiver based on immigration law and INS regulations. (INS rarely waives the fingerprinting fee.) Under new guidelines correcting past problems, INS will consider granting a fee waiver for the following situations:

- In the last 180 days (6 months), you have received federal means tested public benefits such as food stamps, Medicaid, Supplemental Security Income (SSI), or Temporary Assistance to Needy Families (TANF).
- Your household income on which you paid taxes for the most recent tax year is at or below the poverty level. Contact an immigration service provider or check the internet at http://aspe.os.dhhs.gov/poverty/poverty.htm for a list of current poverty income guidelines set by the federal government. For example, at the time this book is going to print, the poverty line for a family of four in all states except Alaska and Hawaii is $18,100.
- You are elderly (age 65 or older) at the time of application.
- You are disabled, and your disability has been determined by a federal agency such as the Social Security Administration or Veteran's Administration.
- You have dependents in your household applying at the same time as you.
- You are in a special situation requiring humanitarian or compassionate consideration.

See Attachment B for a Fee Waiver Request Form with a list of the different kinds of evidence you can submit.

You need to submit evidence that you qualify for a fee waiver based on one or more of the guidelines listed above. Attach the evidence to the fee waiver request form and be sure to send it with your N-400. If the request is granted, you will get a receipt in the mail telling you that INS has received your application. If the request is denied, the entire application package will be returned to you.

A fee waiver request should not delay your application. You should have a decision on the request within 2-4 weeks. If not, contact an immigration lawyer or accredited representative for help in getting a response.

Fee Waivers and Public Charge

Some people are afraid to apply for a citizenship fee waiver because they think it will make them deportable as a "public charge." A public charge in immigration law is someone who depends on the government for financial support. However, being a public charge will not affect your citizenship eligibility, and receiving public benefits is not important for citizenship purposes as long as you received the benefits legally.

Have photos taken.

Have two color citizenship regulation photos taken no more than 30 days before you mail your application to INS. Citizenship photos are different than passport photos. However, you can often have them taken at a photo store where passport photos are taken. Photos taken incorrectly will cause the application to be returned.

Citizenship regulation photos should:

- be at least 40mm (1 9/16 inches) in height by 35mm (1 3/8 inches) in width;
- have a white or off-white background;
- have a glossy or matte finish and not be retouched;
- not have shadows, marks, splotches, or discoloration;
- not be overexposed (too light) or underexposed (too dark); and
- not be taken with Polaroid SX-70 type film or any other instant processing film where the back of the film is black. Polaroid film hybrid #5 with a gray-toned backing is acceptable.

The head should:

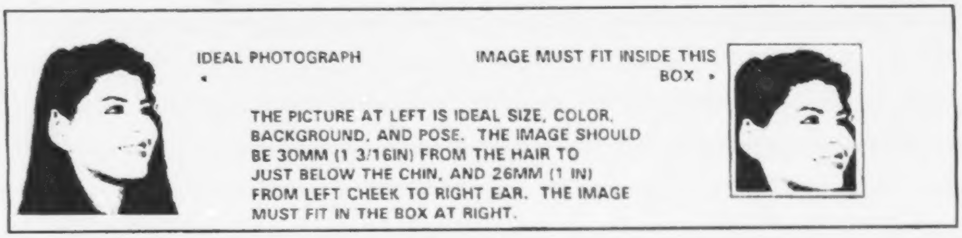
- be 30mm (1 3/16 inches) from the hair to the neck just below the chin and 26mm (1 inch) from the right ear to the left cheek;
- be shown in a 3/4 view from the right ear to the left eye;
- show all of the features such as the eyes and ears clearly; and
- be uncovered unless you wear a headdress required by your religion.

Note: INS may not want you to wear large earrings or large, thick glasses.

regulation = Following certain rules. *"The regulation photos for citizenship are not the same as passport photos."*

Sample Citizenship Photos

Correct Photo

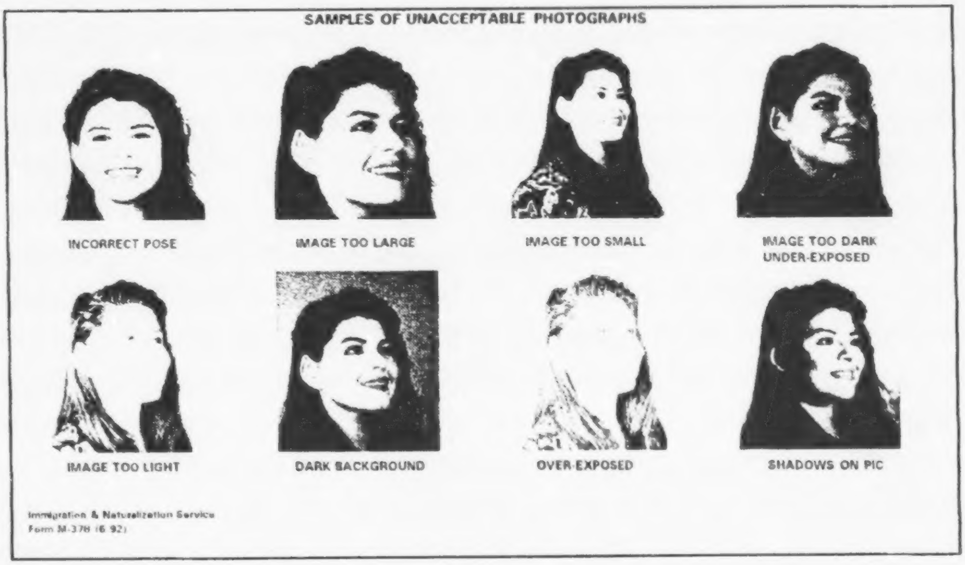


IDEAL PHOTOGRAPH ◂

IMAGE MUST FIT INSIDE THIS BOX ▸

THE PICTURE AT LEFT IS IDEAL SIZE, COLOR, BACKGROUND, AND POSE. THE IMAGE SHOULD BE 30MM (1 3/16IN) FROM THE HAIR TO JUST BELOW THE CHIN, AND 26MM (1 IN) FROM LEFT CHEEK TO RIGHT EAR. THE IMAGE MUST FIT IN THE BOX AT RIGHT.

Incorrect Photos



SAMPLES OF UNACCEPTABLE PHOTOGRAPHS

INCORRECT POSE

IMAGE TOO LARGE

IMAGE TOO SMALL

IMAGE TOO DARK UNDER-EXPOSED

IMAGE TOO LIGHT

DARK BACKGROUND

OVER-EXPOSED

SHADOWS ON PIC

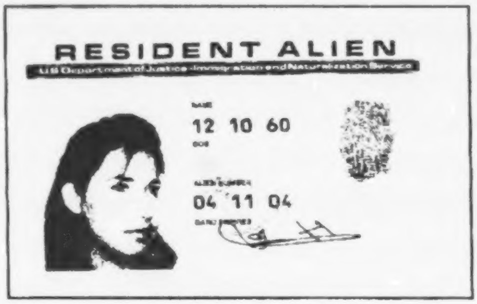
Immigration & Naturalization Service
Form M-378 (6-92)

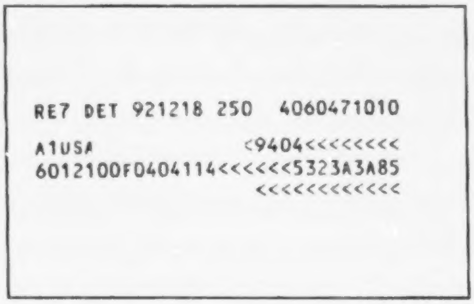
7 6

Make a copy of your green card.

Make a copy of both sides or your green card. If you lost your green card and have not yet applied for a replacement, do so immediately by completing Form I-90, *Application to Replace Alien Registration Card.* You will receive a receipt for the I-90. You may submit this as a substitute for the green card. Also write that you are waiting for a new green card and will bring it to the interview.

See Chapter 6, page 201 for information about expiring green cards.


RESIDENT ALIEN
U.S. Department of Justice - Immigration and Naturalization Service
12 10 60
04 11 04



RE7 DET 921218 250 4060471010
A1USA <9404<<<<<<<<<
6012100F0404114<<<<<<5323A3A85
<<<<<<<<<<<<<<

Make a copy of your N-400 application and your payment to keep.

Keep copies of the N-400 and your check or money order in a safe place. They may be very important should a problem happen in INS' receiving or processing your application. Unfortunately, INS does lose or misplace applications.

Collect any other needed documents to include in your package. For example:

- If you are requesting a disability waiver, include a completed INS Form N-648, *Medical Certification for Disability Exception.* Make sure that the doctor has provided all the necessary information. The doctor must clearly explain how your disability prevents you from learning English and/or history and civics.

See Chapter 7 for more information.

- If you are a male and you failed to register with the Selective Service between the ages of 18 and 26 as required, include a statement explaining why you did not register.

See Chapter 6, page 203 for more information.

- If you answer "yes" to any of questions 1 through 32 in Part 10 of the N-400, write an explanation on a separate piece of paper. Refer to the specific numbers.

Example: You failed to file income taxes for last year.

Part 10A, #4: I, Jose Menendez, failed to file income taxes for the last year. However, attached is my amended tax return and a copy of my payment for back taxes owed.

See Chapter 4, page 105 for more information on Part 10.

- If you answer "no" to any of questions 34 through 39 in Part 10 of the N-400, write an explanation on a separate piece of paper. Refer to the specific numbers.

Example: Your religion will not allow you to bear arms or take an oath. You want to take a modified oath of allegiance.

Part 10H, #36 and #37: In addition to your own explanation, you need a letter from the leader of your church, mosque, synagogue, or other faith institution stating your name, that you are a member of the religious group, what your beliefs are, and what changes you are requesting in the oath.

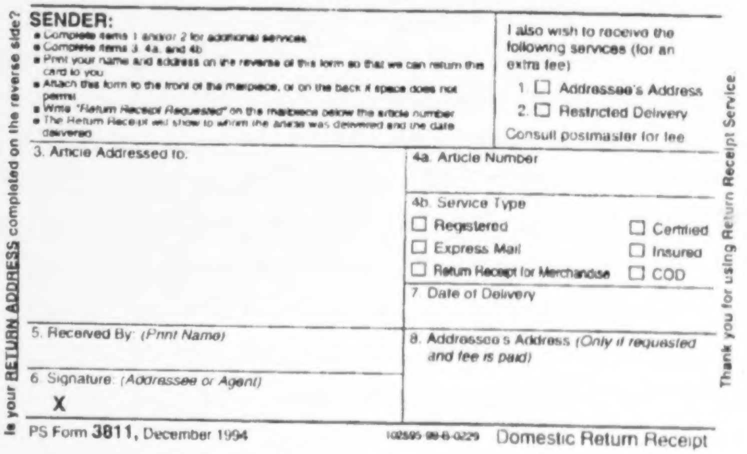
- If you have ever been arrested, you are required to provide INS with certified copies of the dispositions from each arrest.

A lawyer or accredited representative can tell you if your arrest is a problem. You will need to give additional information in the box provided on page 8 of the application. You should send copies of the dispositions with your application and bring the originals to your interview.

Send the N-400, photos, payment, and copy of your green card to the correct INS Service Center.

Mail your application to the INS Service Center for your INS district. Send it by certified United States mail with a return receipt. This will give you proof that the INS received the application and the exact date it was received. Other mail services such as Federal Express do not deliver to post office boxes.

Domestic Return Receipt



Is your **RETURN ADDRESS** completed on the reverse side?

SENDER:
- Complete items 1 and/or 2 for additional services.
- Complete items 3, 4a, and 4b.
- Print your name and address on the reverse of this form so that we can return this card to you.
- Attach this form to the front of the mailpiece, or on the back if space does not permit.
- Write *"Return Receipt Requested"* on the mailpiece below the article number.
- The Return Receipt will show to whom the article was delivered and the date delivered.

I also wish to receive the following services (for an extra fee):

1. ☐ Addressee's Address
2. ☐ Restricted Delivery

Consult postmaster for fee.

3. Article Addressed to:

4a. Article Number

4b. Service Type

☐ Registered
☐ Certified
☐ Express Mail
☐ Insured
☐ Return Receipt for Merchandise
☐ COD

7. Date of Delivery

5. Received By: *(Print Name)*

6. Signature: *(Addressee or Agent)*

X

8. Addressee's Address *(Only if requested and fee is paid)*

PS Form **3811**, December 1994

102595-99-B-0229 Domestic Return Receipt

Thank you for using Return Receipt Service.

certified United States mail = The post office puts a tracking number on your letter and a person must sign to receive it. To send, you must fill out "Receipt for Certified Mail" and pay the required fee. For a return receipt you must fill out a special postcard called "Domestic Return Receipt." When the person receives your letter, the postcard will be sent to you with the signature of the person or organization to which it was addressed. *"I always send my forms to INS by certified United States mail."*

INS Service Center Assignments

Vermont Service Center

Connecticut
Delaware
Maine
Maryland
Massachusetts
New Hampshire
New Jersey
New York
Pennsylvania
Rhode Island
Vermont
Washington, D.C.
West Virginia
Puerto Rico
Virgin Islands

Texas Service Center

Alabama
Arkansas
Florida
Georgia
Kentucky
Louisiana
Mississippi
New Mexico
North Carolina
Oklahoma
South Carolina
Tennessee
Texas

Nebraska Service Center

Alaska
Colorado
Idaho
Illinois
Indiana
Iowa
Kansas
Michigan
Minnesota
Missouri
Montana
Nebraska
North Dakota
Ohio
Oregon
South Dakota
Washington
Wisconsin
Wyoming
Utah

California Service Center

Arizona
California
Hawaii
Nevada
Territory of Guam
Commonwealth of the Northern
Mariana Islands

You can also find the Service Center for your state on the internet at: http://www.ins.usdoj.gov/graphics/services/natz/statemap.htm

INS Service Center Addresses

USINS Vermont Service Center
Attention: N-400 Unit
75 Lower Weldon Street
St. Albans, VT 05479-0001

USINS Nebraska Service Center
Attention: N-400 Unit
P.O. Box 87400
Lincoln, NE 68501-7400

USINS Texas Service Center
Attention: N-400 Unit
P.O. Box 851204
Mesquite, TX 75185-1204

USINS California Service Center
Attention: N-400 Unit
P.O. Box 10400
Laguna Niguel, CA 92607-0400

Note: If you are outside the United States and its territories, send your application to the Service Center for the INS office where you want to be interviewed.

Rushing Your Naturalization Application

Generally, INS processes citizenship applications in the order they are received. A person who applies in March is interviewed before a person who applied in June of the same year.

In some cases INS will allow an application to be expedited. This means the person is interviewed ahead of other people in line. However, he or she must meet all of the citizenship requirements. INS district directors and other senior INS officials can approve a case to be expedited under certain emergency conditions.

Examples:

- A person has a terminal illness and may die soon.
- A person will lose important medical benefits unless he or she gets citizenship.
- A member of the United States armed forces must travel abroad.

Requesting an Expedited Application

Write a letter to the INS with your application that includes:

- your name as it appears on your green card;
- your alien registration number;
- your daytime telephone number;
- a statement that you are requesting expedited processing of your naturalization application;
- an explanation of why you are requesting expedited processing; and
- documents or affidavits supporting your need to expedite processing.

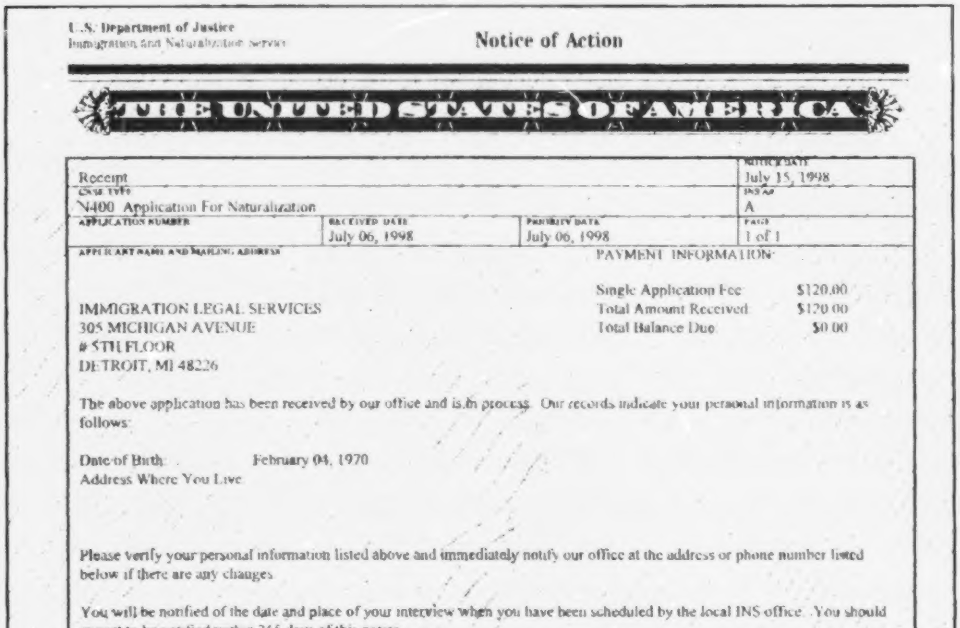
Send the request with your naturalization application when you mail it to the Service Center. Also send your request to the district office or sub-office in which you will be interviewed. Write on the outside of the envelope in bold red letters, "Request for Expedited Processing."

expedited = Rushed. *"I need my application expedited because my military unit is sending me overseas."*

Get confirmation that INS received your application.

The INS Service Center will send you a receipt after it processes your application. Keep the receipt with the copy of your application and your check or money order. Be sure to notify INS of any address change.

See Chapter 6, page 199 for more information on change of address.



U.S. Department of Justice
Immigration and Naturalization Service

Notice of Action

THE UNITED STATES OF AMERICA

Receipt			NOTICE DATE July 15, 1998
CASE TYPE N400 Application For Naturalization			INS A# A
APPLICATION NUMBER	RECEIVED DATE July 06, 1998	PRIORITY DATE July 06, 1998	PAGE 1 of 1

APPLICANT NAME AND MAILING ADDRESS

IMMIGRATION LEGAL SERVICES
305 MICHIGAN AVENUE
5TH FLOOR
DETROIT, MI 48226

PAYMENT INFORMATION:

Single Application Fee	$120.00
Total Amount Received	$120.00
Total Balance Due	$0.00

The above application has been received by our office and is in process. Our records indicate your personal information is as follows:

Date of Birth: February 04, 1970
Address Where You Live:

Please verify your personal information listed above and immediately notify our office at the address or phone number listed below if there are any changes.

You will be notified of the date and place of your interview when you have been scheduled by the local INS office. You should expect to be notified within 365 days of this notice.

IMPORTANT NOTICE: All naturalization applicants who were between the ages of 14-75 at the time of filing must have their fingerprints taken at an INS Application Support Center (ASC) so they can be submitted to the Federal Bureau of Investigation for a criminal history check. If we received your application without a fingerprint card (FD-258), or your fingerprint card was received on or after December 3, 1997, you will need to go to an ASC to be fingerprinted. Do not have your fingerprints taken anywhere else. You will receive a notice that will provide you with information about when and where to go to have your fingerprints taken, and what you will need to bring with you. Please inform the office listed below immediately of any address changes.

If you have any questions or comments regarding this notice or the status of your case, please contact our office at the below address or customer service number. You will be notified separately about any other cases you may have filed.

INS Office Address:
US IMMIGRATION AND NATURALIZATION SERVICE
PO BOX 87400
LINCOLN, NE 68501-7400

INS Customer Service Number:
(402) 437-5218

REPRESENTATIVE COPY

Form I-797C (Rev. 09/07/93)N

BEST COPY AVAILABLE

STEP 3: PREPARE FOR THE INTERVIEW AND TEST

Preparing for the interview is as important as studying for the tests. To better prepare, talk to people who have already been interviewed. Be familiar with the information on your N-400 application. INS will ask you to verbally repeat this information. Understand that the English portion of your test begins with the interview as the officer swears you in.

The English, history, and civics tests are the most difficult part of the naturalization process for many applicants. Failing these tests is the major reason for applicants being denied. You should begin studying as soon as possible so that you are ready when INS calls you for your interview. Naturalization classes may be available in your community at a non-profit immigration office or community center.

See Chapter 5, page 122 for more information on how to prepare for the tests.

STEP 4: GET FINGERPRINTED

Receive Your Fingerprint Appointment Notice

You are to go to the INS authorized fingerprint site closest to your home. The location will be either an Application Support Center (ASC), INS district office, or Designated Law Enforcement Agency (DLEA). If you can not go on the date of your appointment, you can request another date to appear. However, you should make every effort to attend the first appointment you are given so your application will not be delayed. You can request that INS fingerprint you at home if you are severely disabled and unable to leave your home.

If you are age 75 or older, you are not required to have your fingerprints taken. If you receive an appointment notice, you must clear up the problem with INS, or your interview will be delayed. Contact the designated Application Support Center (ASC) and explain that you do not need to have your fingerprints taken.

What is an ASC?

Application Support Centers (ASCs) provide services for people applying for immigrant benefits, including naturalization. At present they provide fingerprinting, but in the future they may also provide citizenship testing and photographs. ASCs are supervised by an INS officer. Some ASCs are located within an INS district office or subdistrict office. District offices may also have mobile fingerprinting vans to make stops in areas that are far away from ASCs.

What is a DLEA?

Designated Law Enforcement Agencies (DLEAs) are agencies approved by INS to take fingerprints. They are often found in local police stations.

authorized = Approved. "There are no authorized fingerprinting sites close to my home."

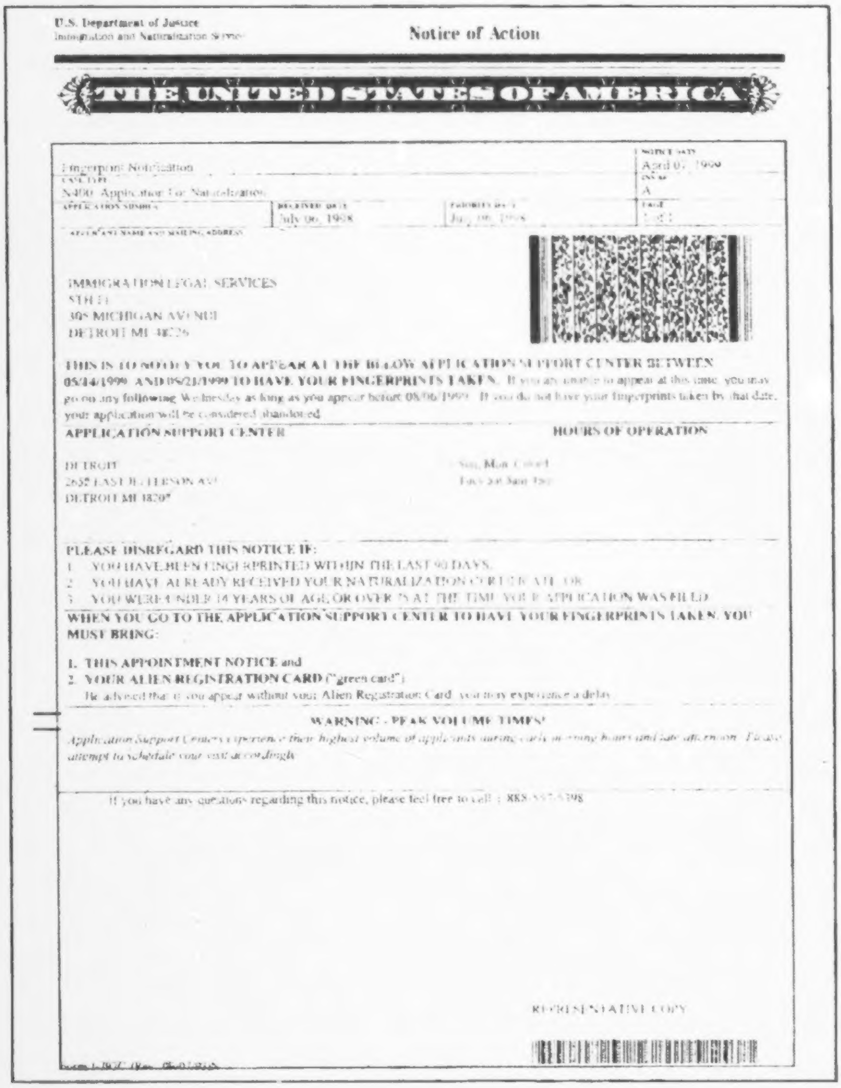
Have Your Fingerprints Taken

What to Bring With You

Read your notice carefully to make sure you bring everything required. You will need your fingerprint appointment notice and your green card or another photo ID. If you bring something other than a green card, INS will have to do a record check to confirm your identity.

INS may close your case due to abandonment if you miss your appointment and do not ask for another one.

Fingerprint Appointment Notice



U.S. Department of Justice
Immigration and Naturalization Service

Notice of Action

THE UNITED STATES OF AMERICA

Fingerprint Notification	NOTICE DATE April 07, 1999
CASE TYPE N400 Application For Naturalization	INS # A
APPLICATION NUMBER · RECEIVED DATE July 06, 1998 · PRIORITY DATE July 06, 1998	PAGE 1 of 1

APPLICANT NAME AND MAILING ADDRESS

IMMIGRATION LEGAL SERVICES
STE 11
308 MICHIGAN AVENUE
DETROIT MI 48226

THIS IS TO NOTIFY YOU TO APPEAR AT THE BELOW APPLICATION SUPPORT CENTER BETWEEN 05/14/1999 AND 05/21/1999 TO HAVE YOUR FINGERPRINTS TAKEN. If you are unable to appear at this time, you may go on any following Wednesday as long as you appear before 08/06/1999. If you do not have your fingerprints taken by that date, your application will be considered abandoned.

APPLICATION SUPPORT CENTER **HOURS OF OPERATION**

DETROIT
2652 EAST JEFFERSON AVE
DETROIT MI 48207

Sun, Mon Closed
[illegible]

PLEASE DISREGARD THIS NOTICE IF:

1. YOU HAVE BEEN FINGERPRINTED WITHIN THE LAST 90 DAYS.
2. YOU HAVE ALREADY RECEIVED YOUR NATURALIZATION CERTIFICATE, OR
3. YOU WERE UNDER 14 YEARS OF AGE OR OVER 75 AT THE TIME YOUR APPLICATION WAS FILED.

WHEN YOU GO TO THE APPLICATION SUPPORT CENTER TO HAVE YOUR FINGERPRINTS TAKEN, YOU MUST BRING:

1. **THIS APPOINTMENT NOTICE** and
2. **YOUR ALIEN REGISTRATION CARD** ("green card").

Be advised that if you appear without your Alien Registration Card, you may experience a delay.

WARNING - PEAK VOLUME TIMES!

Application Support Centers experience their highest volume of applicants during early morning hours and late afternoon. Please attempt to schedule your visit accordingly.

If you have any questions regarding this notice, please feel free to call: 888-557-5398

REPRESENTATIVE COPY

Form I-797C (Rev. [illegible])

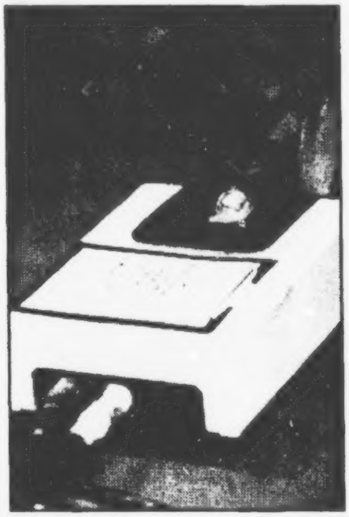
FBI Fingerprint Records

INS requires fingerprints of applicants to check good moral character and criminal history. INS sends fingerprints to the Federal Bureau of Investigation (FBI), where they are entered into a national database of all fingerprints ever taken by law enforcement agencies across the country. If you have ever had your fingerprints taken under an arrest, the FBI will inform INS, regardless of why you were arrested, when you were arrested, and other names you used. The arrest record will remain with the FBI even when a conviction is removed or expunged by the court.

INS will compare the FBI report with the information you provided on your application. If you have an arrest, be sure to seek legal advice. Only a legal professional who is knowledgeable about citizenship can decide if you are still eligible. In general, you can safely submit your fingerprints directly to the FBI and get a complete copy of your record before applying for citizenship.

See Chapter 2, Attachment D for a sample letter to the FBI.

If a lawyer or accredited representative decides you are still eligible for citizenship, you must tell INS about the arrest on your application with an explanation of the cause and outcome. You will be denied if you fail to tell INS of the arrest. In this case, you are considered lacking good moral character because you lied. People denied for this reason must wait five years to re-establish good moral character before applying again.

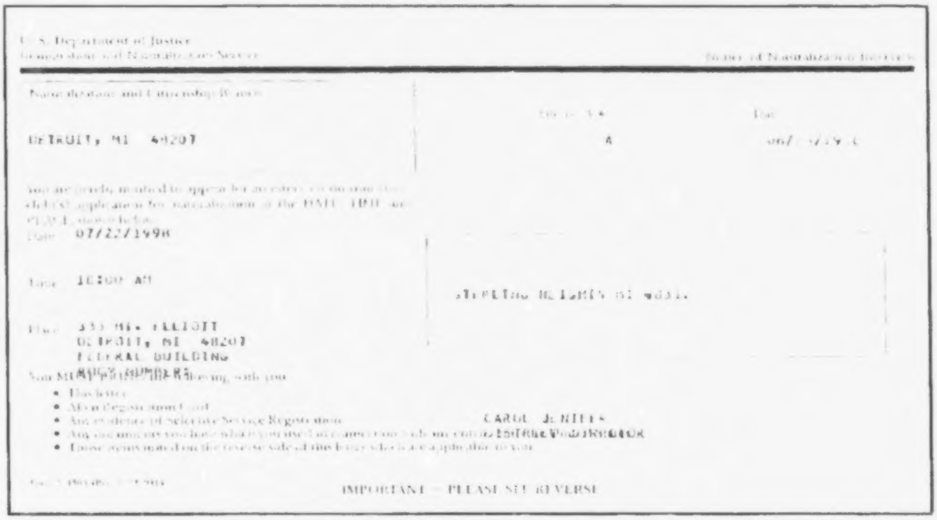


STEP 5: GO TO THE INS INTERVIEW

See Chapter 6, page 198 for more information.

Receive Interview and Testing Appointment

INS will send you a notice with the date and time of your interview and citizenship test. You will also receive a list of documents to bring with you.



U. S. Department of Justice

DETROIT, MI 48207

Date 07/22/1998

Time 10:00 AM

Place 333 MT. ELLIOTT
DETROIT, MI 48207
FEDERAL BUILDING

DISTRICT DIRECTOR

IMPORTANT — PLEASE SEE REVERSE

Notice of Naturalization Interview

For detailed information on the tests see Chapter 5.

Go to INS Interview and Take the Citizenship Test

At the interview, an INS officer will ask you to take an oath, ask you questions about your citizenship application, and test your knowledge of English and United States history and government. The INS officer may have a conversation with you about everyday things in order to test your English. The order of the steps above may vary.

The officer will ask if any information you wrote on your N-400 application has changed. He or she may ask about any information that is different than what you wrote on your permanent resident application. Be prepared in advance to explain any differences.

Have INS Approve, Continue, Withdraw, or Deny Your Citizenship Application

Approve = You passed your interview.

Continue = INS needs more information or you failed the test. You will have another interview to provide the information and/or take the test.

Withdraw = You formally request INS to close your case. INS will automatically close your case if you fail to appear for an appointment without explanation.

Deny = An INS officer decides you do not meet the citizenship requirements. You do not get another interview unless you appeal your case.

Approved Cases

You will receive Form N-652 telling you if you are approved. You will be notified about when and where to report for the oath ceremony. Depending on your district, you may be able to take a same-day oath at the district office. Otherwise, you will receive a notice in the mail to appear at an oath ceremony.

See Chapter 6, Attachment D for a copy of Form N-652.

Continued Cases

The INS officer may end the interview immediately if documents are missing or questions are unanswered. The officer will tell you that your case will be continued and ask you to come back for another interview with the required information, such as marriage certificates, tax forms, or selective service forms. The interview will be at least 60 days after the first interview to allow you time to gather the information.

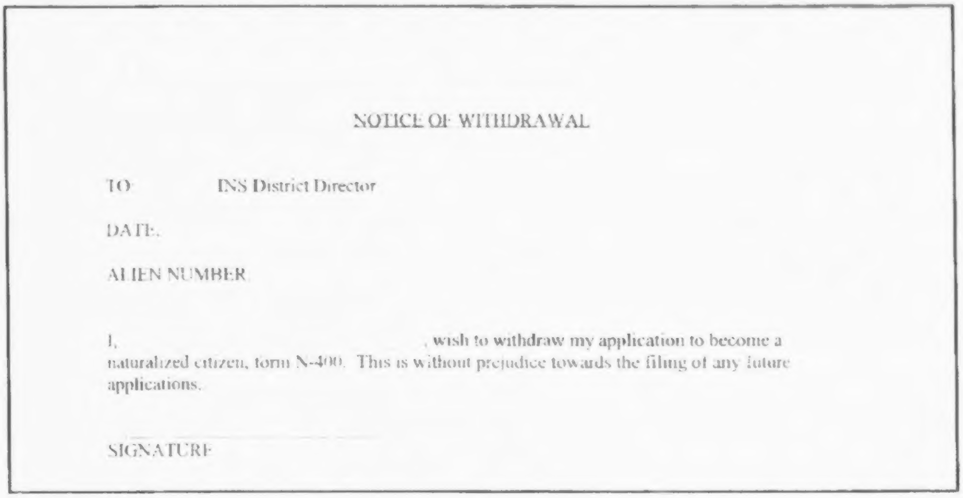
See Chapter 6, page 200 for information on how to get needed documents.

Failing the Test

You will be rescheduled for another interview to take the part of the test you failed within 90 days. If you do not go to your second interview and you fail to notify INS with a good reason, INS will close your case. With a good reason, the INS officer will reschedule the second appointment.

Withdrawn Cases

You may withdraw your case at any time during the naturalization process. You will not have your application fees returned. You may re-apply at a later time by paying the fees again. When re-applying, you must inform INS of your previous application. Sometimes INS will ask you at the interview if you want to withdraw the application because you do not meet one of the requirements.



NOTICE OF WITHDRAWAL

TO: INS District Director

DATE:

ALIEN NUMBER

I, , wish to withdraw my application to become a naturalized citizen, form N-400. This is without prejudice towards the filing of any future applications.

SIGNATURE

Appeal a Denial If Appropriate

Denials

You should receive a notice in the mail called *Notice of Denial* within 120 days after your interview. The form will tell you why your case was denied. It will also tell you how you can appeal your case through administrative review.

What is Administrative Review?

Administrative review is when a second INS officer interviews you, reviews the paperwork in your file, or tests you again. You can also provide new evidence or give testimony. Evidence and testimony help to explain why you do meet the requirements and why INS should approve your application.

How to Request Administrative Review

Within 30 days after you receive the *Notice of Denial*, you need to file Form N-336, *Request for Hearing on a Decision in Naturalization Proceedings Under Section 336 of the Act* with the required fee of $195. You can file the appeal after 30 days if you can show that a hardship prevented you from filing in time.

See Attachment C for a copy of Form N-336.

When You Will Have Administrative Review

INS will schedule you for an appointment within 180 days after you file the appeal.

testimony = A statement under oath. *"She gave testimony in court that supported his case."*

What is Judicial Review?

Judicial review is when a judge in court hears your case. This is different from INS administrative review. In naturalization cases, a judge from the federal district court hears your case.

Who is Eligible for Judicial Review?

There are two situations in which you might be eligible:

- INS denies your administrative review; or
- INS does not give you a decision on your naturalization application within 120 days after your interview as required by law.

Procedures

You must file a *Petition for Review* with the United States district court in the area where you live. You must file it within 120 days after INS denies your administrative review. You should get a lawyer to help you with the petition so it is accurate and complete. You should send one copy of the petition to your INS district office and one copy to the United States Attorney General. Your lawyer will need to prepare you to appear before a judge.

STEP 6: TAKE THE OATH OF ALLEGIANCE

Receive Your Notice of Oath Ceremony

You will receive a notice at the interview or by mail with the date and time of your oath ceremony.

See Chapter 9 for detailed information about the oath ceremony.

Complete Form N-445

Form N-445 updates INS on any information that has changed since you submitted your N-400 application, for example, if you were arrested after the interview or changed your marital status. This enables INS to make sure you still qualify for United States citizenship.

See Chapter 9, Attachment A for a copy of Form N 445.

Attend Oath Ceremony and Receive Naturalization Certificate

You will be invited to attend an oath ceremony at an INS district office or federal court. At the ceremony you will submit your completed Form N-445, take your oath of citizenship, and receive your naturalization certificate. After you receive and sign your certificate, you will be a United States citizen.

See Chapter 7, page 242 for information about an oath waiver for the severely disabled.

U.S. Department of Justice
Immigration and Naturalization Service

Notice of Entry of Appearance as Attorney or Representative

Appearances - An appearance shall be filed on this form by the attorney or representative appearing in each case. Thereafter, substitution may be permitted upon the written withdrawal of the attorney or representative of record or upon notification of the new attorney or representative. When an appearance is made by a person acting in a representative capacity, his personal appearance or signature shall constitute a representation that under the provisions of this chapter he is authorized and qualified to represent. Further proof of authority to act in a representative capacity may be required. **Availability of Records** - During the time a case is pending, and except as otherwise provided in 8 CFR 103.2(b), a party to a proceeding or his attorney or representative shall be permitted to examine the record of proceeding in a Service office. He may, in conformity with 8 CFR 103.10, obtain copies of Service records or information therefrom and copies of documents or transcripts of evidence furnished by him. Upon request, he/she may, in addition, be loaned a copy of the testimony and exhibits contained in the record of proceeding upon giving his/her receipt for such copies and pledging that it will be surrendered upon final disposition of the case or upon demand. If extra copies of exhibits do not exist, they shall not be furnished free on loan; however, they shall be made available for copying or purchase of copies as provided in 8 CFR 103.10.

In re:

Date:

File No.

I hereby enter my appearance as attorney for (or representative of), and at the request of the following named person(s):

Name: ☐ Petitioner ☐ Applicant ☐ Beneficiary

Address: (Apt. No.) (Number & Street) (City) (State) (Zip Code)

Name: ☐ Petitioner ☐ Applicant ☐ Beneficiary

Address: (Apt. No.) (Number & Street) (City) (State) (Zip Code)

Check Applicable Item(s) below:

☐ 1. I am an attorney and a member in good standing of the bar of the Supreme Court of the United States or of the highest court of the following State, territory, insular possession, or District of Columbia

__________________ __________________ and am not under a court or administrative agency
Name of Court
order suspending, enjoining, restraining, disbarring, or otherwise restricting me in practicing law.

☐ 2. I am an accredited representative of the following named religious, charitable, social service, or similar organization established in the United States and which is so recognized by the Board:

☐ 3. I am associated with ____________________________________
the attorney of record previously filed a notice of appearance in this case and my appearance is at his request. (*If you check this item, also check item 1 or 2 whichever is appropriate.*)

☐ 4. Others (Explain Fully.)

SIGNATURE

COMPLETE ADDRESS

NAME (Type or Print)

TELEPHONE NUMBER

PURSUANT TO THE PRIVACY ACT OF 1974, I HEREBY CONSENT TO THE DISCLOSURE TO THE FOLLOWING NAMED ATTORNEY OR REPRESENTATIVE OF ANY RECORD PERTAINING TO ME WHICH APPEARS IN ANY IMMIGRATION AND NATURALIZATION SERVICE SYSTEM OF RECORDS:

____
(Name of Attorney or Representative)

THE ABOVE CONSENT TO DISCLOSURE IS IN CONNECTION WITH THE FOLLOWING MATTER:

Name of Person Consenting	Signature of Person Consenting	Date

(NOTE: Execution of this box is required under the Privacy Act of 1974 where the person being represented is a citizen of the United States or an alien lawfully admitted for permanent residence.)

This form may not be used to request records under the Freedom of Information Act or the Privacy Act. The manner of requesting such records is contained in 8CFR 103.10 and 103.20 Et.SEQ

Form G-28 (09/26/00)Y

Fee Waiver Request

Name:__________________________________Alien Number:____________________

Date:_______________Application Form Number:________

I am requesting a fee waiver for the attached application as provided by 8 CFR 103.7. I am unable to pay the fee because of the following situation(s), with evidence labeled and included:

___ PUBLIC BENEFITS. Within the last 180 days, I qualified for or received the following federal means tested public benefit(s): ___Food Stamps; ___Medicaid; ___Supplemental Security Income; ___Temporary Assistance to Needy Families; ___Other: ______________________________________. I am submitting item (A) from the list of evidence.

___ INCOME. My household income on which taxes were paid for the most recent tax year is __________, which is at or below the poverty level contained in the most recent poverty guidelines revised annually by the Secretary of Health and Human Services. I am submitting the following item(s) from the list of evidence:______________________________.

___AGE. I am elderly (aged 65 or older) at this time.

___ DISABILITY. I am disabled. I am submitting item (B) from the list of evidence.

___ DEPENDENTS. I have _____ (number of) dependents aged ____________________ who are seeking derivative status or benefits concurrently with me. I am submitting the following item(s) from the list of evidence:______________________________.

___ SPECIAL SITUATION. I am in the following situation which requires humanitarian or compassionate consideration:

____

____

____

I am submitting the following item(s) from the list of evidence:____________________

____.

Fee Waiver Request, Page 2

Name:______________________________ Alien Number:____________________

___ OTHER. Other, explained below:

____

____

____

____

____

I am submitting the following item(s) from the list of evidence: ____________________

____.

I declare under penalty of perjury that the foregoing is true and correct.

______________________________ ____________________

Signature Date

LIST OF EVIDENCE:
(Write "Fee Waiver Request" and item letter at top of each page.)

A. Evidence that I have, within the last 180 days, qualified for or received a federal means tested benefit

B. Documentation showing that my disability has been previously determined by the Social Security Administration, Health and Human Services, Veteran's Administration, the Department of Defense, or other appropriate federal agency

C. Employment records, pay stubs, W-2 forms, letter(s) from employer(s)

D. Income tax returns (proof of filing a tax return)

E. Utility bills (such as gas, electricity, telephone, water)

F. Receipts for rent, food, medical expenses, child care, and/or other essential expenditures

G. Documentation to show all assets owned, possessed, or controlled by me or my dependents

H. Evidence of my living arrangements in the United States and whether my spouse, children, or other dependents are living in my household

I. Evidence of essential, unexpected expenditures made by me or my dependents living in the United States

J. Other evidence

OMB No. 1115-0180

U.S. Department of Justice
Immigration and Naturalization Service

Request for a Hearing on a Decision in Naturalization Proceedings Under Section 336 of the Act

Decision: ☐ Grant ☐ Denial	Fee:
1. In the Matter of: (Name of Naturalization Applicant)	File Number: **A-**

2. I am filing a request for hearing on the decision dated:

3. Please check the one block which applies:

☐ I am ***not submitting*** a separate brief, statement or evidence.

☐ I ***am submitting*** a separate brief, statement and/or evidence with this form.

☐ I need ____________________ days to submit a brief, statement and/or evidence to INS. (May be granted only for good cause shown. Explain in a separate letter.)

4. Person filing request:

Name (Please Type or Print)

Address (Street Number and Name) (Apt. Number)

(City) (State) (Zip Code)

Signature Date (Month/Day/Year)

☐ I am an attorney or representative and I represent the applicant requesting a hearing on a naturalization proceeding. [You must attach a Notice or Entry or Appearance (Form G-28) if you are an attorney or representative and did not previously submit such a form.]

(Person for whom you are appearing)

5. Briefly state the reason(s) for this request for a hearing:

Form N-336 (Rev. 08/08/00)Y

OMB No. 1115-0180

U.S. Department of Justice
Immigration and Naturalization Service

Request for a Hearing on a Decision in Naturalization Proceedings Under Section 336 of the Act

INSTRUCTIONS

1. **Filing.** You must file your request for a hearing within 30 calendar days after service of the decision (33 days if your decision was mailed) with the Immigration and Naturalization Service (INS) office which made the unfavorable decision. The date of service is normally the date of the decision. Submit an original request only. Additional copies are not required.

2. **Fee.** You must pay $170.00 to file this form. This form is to be used to appeal an unfavorable decision for an individual applicant. **The fee will not be refunded, regardless of the action taken in your case.** DO NOT MAIL CASH. All checks or money orders, whether United States or foreign, must be payable in U.S. currency at a financial institution in the United States. When a check is drawn on the account of a person other than yourself, write your name on the face of the check. If the check is not honored, INS will charge you $30.00.

Pay by check or money order in the exact amount. Make the check or money order payable to "Immigration and Naturalization Service." However,

   A. if you live in Guam, make the check or money order payable to "Treasurer, Guam."

   B. if you live in the United States Virgin Islands, make the check or money order payable to the Commissioner of Finance of the Virgin Islands."

3. **Attorney or Representative.** You may, if you wish, be represented, at no expense to the government, by an attorney or other duly authorized representative. Notice of Entry of Appearance (Form G-28), that your attorney or representative must submit with a request for hearing, is available at INS offices.

4. **Brief.** You do not need to submit a brief in support of your request, but you may submit one. You may submit a simple written statement instead of a brief. You may also submit evidence. You must send your request and accompanying fee and documentation to the INS office which made the unfavorable decision. If you need more than 30 days, you must, within the initial 30 day period, explain why in a separate letter attached to this form. INS may grant more time for good cause.

5. **Paper Reduction Act Notice.** A person is not required to respond to a collection of information unless it displays a currently valid OMB control number. This collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Immigration and Naturalization Service, HQPDI, 425 I Street N.W., Room 4034, Washington, DC 20536; OMB No. 1115-0180. **DO NOT MAIL YOUR COMPLETED APPLICATION TO THIS ADDRESS.**

Form N-336 (Rev. 08/08/00)Y Page 2

Chapter Four

Filling Out the N-400

But such is the irresistible nature of the truth,
that all it asks, and all it wants, is the liberty of appearing.
–Thomas Paine

In this Chapter:

- Overview
- Form N-400 with Instructions

Your eligibility for citizenship is based on the accuracy and completeness of your N-400.

This chapter contains detailed instructions on how to fill out the Application for Naturalization (Form N-400) and prepare other materials needed to complete the application package.

99

OVERVIEW

Considerations

- The Application for Naturalization (N-400) is a legal document requiring truthful answers under penalty of perjury. Your eligibility for citizenship will be based on your answers to the N-400. In addition to truthfulness, consistency is also important, as the N-400 will be compared with other forms you previously filed with INS.
- The N-400 form is a free government document. There is no fee to receive it. It can be ordered by calling the INS forms line at 1-800-767-1833 or printed from the INS website at www.ins.usdoj.gov.
- The price for assistance with the N-400 should be reasonable and should not be considered a guarantee of the outcome.
- Consult a legal professional such as an immigration attorney or BIA accredited representative if you have any confusion when completing the form. Even if you have no questions, it is still advisable to have a legal professional review your application before mailing it. See Chapter 3 for information about legal professionals who can help you with the application.
- You should keep a copy of your application and any attachments for your records.

Documents and Information to Complete the Application

- green card (I-551);
- Social Security number;
- passport or other travel document, if any;
- marriage certificate, if applying based on marriage to a citizen;
- divorce decree or other evidence of termination for any prior marriage(s);
- spouse's A-number or naturalization date, if any;
- birth dates and A-numbers for children, if any;
- previous addresses and dates of residence within the past five years;
- name, address, and dates of all employers within the past five years;
- Selective Service registration number, for qualifying males only;
- arrest record, if any, regardless of date or outcome;
- deportation/removal orders and Notice to Appear, if any.

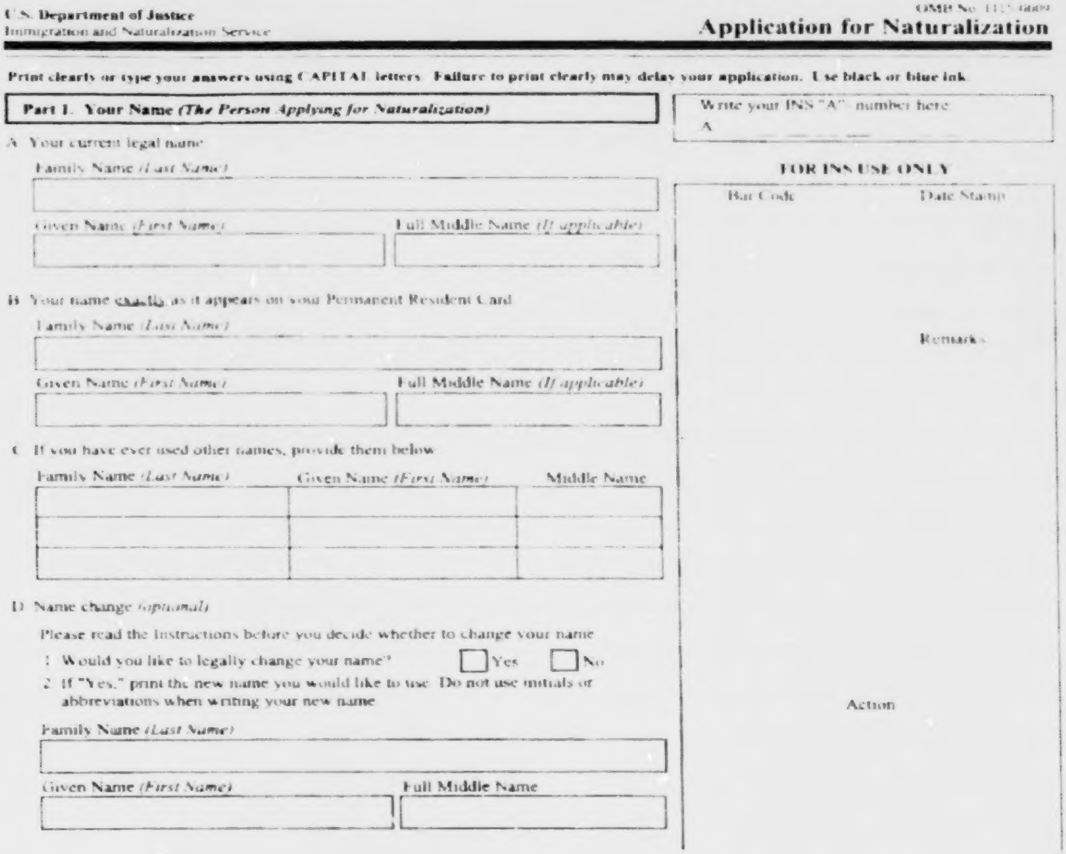
perjury = Lying under an oath to tell the truth. *"INS denied me for perjury when I failed to mention my arrest record on the N-400."*

Chapter Format

The following pages combine two sets of instructions for completing the N-400, in *italicized* and un-italicized text. The un-italicized text contains INS' instructions. These instructions often refer to the INS handbook, *A Guide to Naturalization.* This handbook can be ordered by calling the INS forms line at 1-800-767-1833 or viewed on the INS website at www.ins.usdoj.gov. The *italicized* text which appears below the INS instructions contains additional important information for applicants and representatives.

General Instructions

- Print clearly or type your answers using CAPITAL letters in each box.
- Use black or blue ink.
- Write your A-number in the space provided at the top right hand corner of each page. To locate your A-number, see the sample Permanent Resident Cards in Chapter 2, page 19. The A-number has 7 to 9 numbers, depending on when your record was created. If the A-number on your card has less than 9 numbers, place enough zeros before the first number to make a total of 9 numbers. For example, write card number A1234567 as A001234567, but write card number A12345678 as A012345678.
- If a question does not apply to you, write N/A (meaning "Not Applicable") in the space provided.
- If you need extra space to answer any item:
  - attach a separate sheet of paper (or more sheets if needed);
  - write your name, your A-number, and "N-400" at the top right hand corner of the sheet; and
  - write the number of each question for which you are providing additional information.



U.S. Department of Justice
Immigration and Naturalization Service

OMB No. 1115-0009
Application for Naturalization

Print clearly or type your answers using CAPITAL letters. Failure to print clearly may delay your application. Use black or blue ink.

Part 1. Your Name *(The Person Applying for Naturalization)*

Write your INS "A"- number here
A ___ ___ ___ ___ ___

FOR INS USE ONLY

Bar Code

Date Stamp

Remarks

Action

A. Your current legal name

Family Name *(Last Name)*

Given Name *(First Name)*

Full Middle Name *(If applicable)*

B. Your name exactly as it appears on your Permanent Resident Card

Family Name *(Last Name)*

Given Name *(First Name)*

Full Middle Name *(If applicable)*

C. If you have ever used other names, provide them below

Family Name *(Last Name)*	Given Name *(First Name)*	Middle Name

D. Name change *(optional)*

Please read the Instructions before you decide whether to change your name

1. Would you like to legally change your name? ☐ Yes ☐ No
2. If "Yes," print the new name you would like to use. Do not use initials or abbreviations when writing your new name

Family Name *(Last Name)*

Given Name *(First Name)*

Full Middle Name

Part 1. Your Name

A. Your current legal name - Your current legal name is the name on your birth certificate unless it has been changed after birth by a legal action such as a marriage or court order.

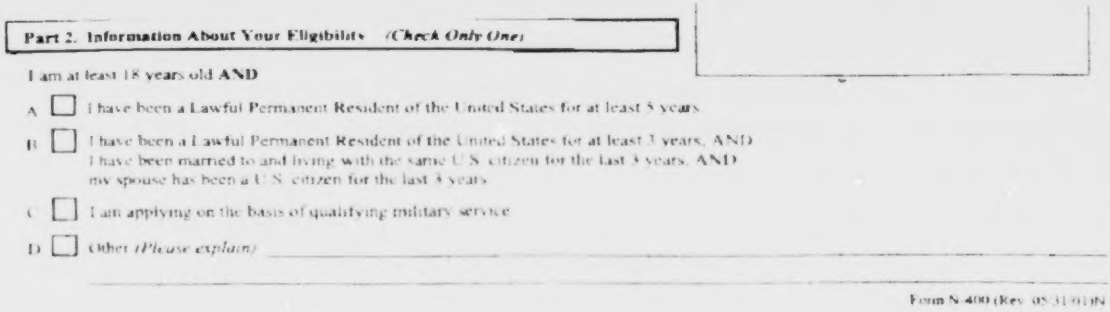
B. Your name exactly as it appears on your Permanent Resident Card (if different from above) - Write your name exactly as it appears on your card, even if it is misspelled.

C. Other names you have used - If you have used any other names in your life, write them in this section. If you need more space, use a separate sheet of paper.

If you have NEVER used a different name, write "N/A" in the space for "Family Name *(Last Name).*"

D. Name change *(optional)* - A court can allow a change in your name when you are being naturalized. A name change does not become final until a court naturalizes you. For more information regarding a name change, see the *Guide.*

If you want a court to change your name at a naturalization oath ceremony, check "Yes" and complete this section. If you do not want to change your name, check "No" and go to Part 2.



Part 2. Information About Your Eligibility *(Check Only One)*

I am at least 18 years old **AND**

A ☐ I have been a Lawful Permanent Resident of the United States for at least 5 years.

B ☐ I have been a Lawful Permanent Resident of the United States for at least 3 years, AND
I have been married to and living with the same U.S. citizen for the last 3 years, AND
my spouse has been a U.S. citizen for the last 3 years.

C ☐ I am applying on the basis of qualifying military service.

D ☐ Other *(Please explain)* ______________________________

Form N-400 (Rev. 05/31/01)N

Part 2. Information About Your Eligibility

Check the box that shows why you are eligible to apply for naturalization. If the basis for your eligibility is not described in one of the first three boxes, check "Other" and briefly write the basis for your application on the lines provided.

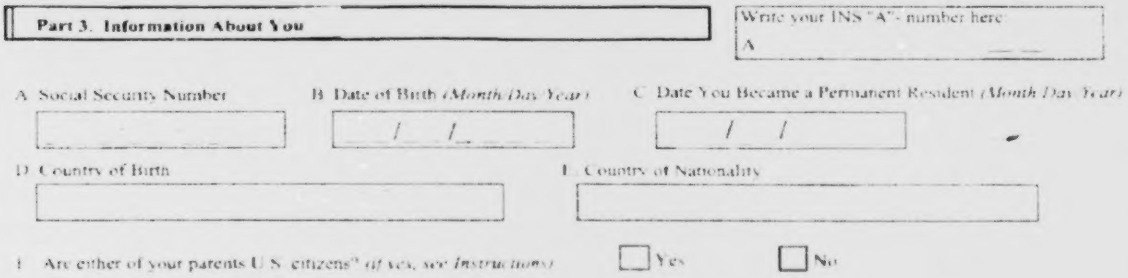
A. & B. *You may file the N-400 after four years and nine months or, if eligible through marriage to a U.S. citizen, after two years and nine months.*

B. *Note that if you are applying based on marriage to a citizen, you must remain married until the Certificate of Naturalization is received. Death of the citizen spouse, even after filing the application, ends eligibility based on marriage.*

C. *If you are applying based on military service,*

- *you must have three years of service and be a Lawful Permanent Resident at the time of filing. You must currently be in the military or file within six months after an honorable discharge; OR*
- *you must have served during a period of recognized hostilities and enlisted or re-enlisted in the United States (you do not need to be a Lawful Permanent Resident in this case).*

D. *You may be a member of one of several groups who are eligible to apply for naturalization, such as persons who are nationals of the United States.*



Part 3. Information About You

Write your INS "A"- number here:
A

A. Social Security Number

B. Date of Birth *(Month/Day/Year)* / /

C. Date You Became a Permanent Resident *(Month/Day/Year)* / /

D. Country of Birth

E. Country of Nationality

F. Are either of your parents U.S. citizens? *(if yes, see Instructions)* ☐ Yes ☐ No

Part 3. Information About You

A. Social Security Number - Print your Social Security number. If you do not have one, write "N/A" in the space provided.

B. Date of Birth - Always use eight numbers to show your date of birth. Write the date in this order: Month, Day, Year. For example, write May 1, 1958 as 05/01/1958.

C. Date You Became a Permanent Resident - Write the official date when your lawful permanent residence began, as shown on your Permanent Resident Card. To help locate the date on your card, see the sample Permanent Resident Cards in the *Guide*. Write the date in this order: Month, Day, Year. For example, write August 9, 1988 as 08/09/1988.

See page 21 for a sample green card with adjustment date.

D. Country of Birth - Write the name of the country where you were born. Write the name of the country even if it no longer exists.

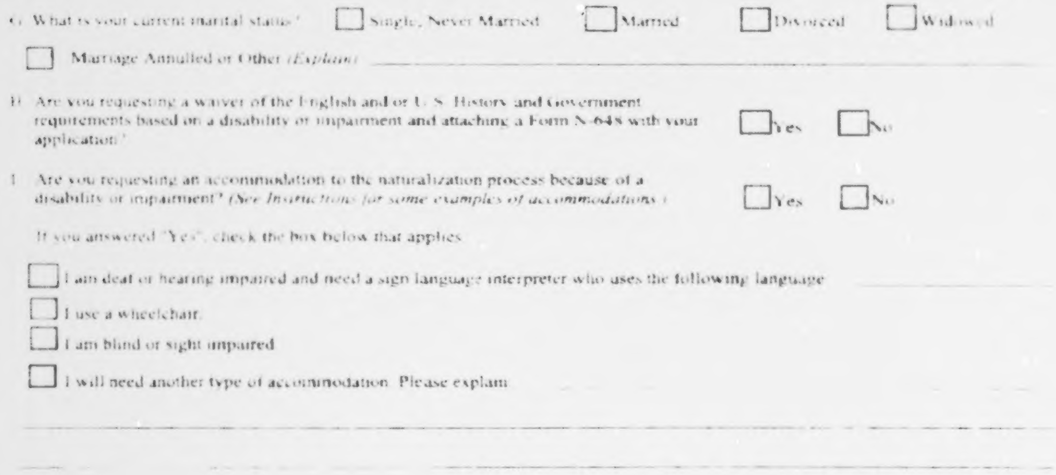
Note that your country of birth may be different than your country of nationality.

E. Country of Nationality - Write the name of the country where you are currently a citizen or national. Write the name of the country even if it no longer exists.

- If you are stateless, write the name of the country where you were last a citizen or national.
- If you are a citizen or national of more than one country, write the name of the foreign country that issued your last passport.

F. Citizenship of Parents - Check "Yes" if either of your parents is a U.S. citizen. If you answer "Yes," you may already be a citizen. For more information, see "Frequently Asked Questions" in the *Guide*.

See Chapter 8 for more information about acquisition and derivation of citizenship through parents.



G. What is your current marital status? ☐ Single, Never Married ☐ Married ☐ Divorced ☐ Widowed

☐ Marriage Annulled or Other *(Explain)* ______

H. Are you requesting a waiver of the English and/or U.S. History and Government requirements based on a disability or impairment and attaching a Form N-648 with your application? ☐ Yes ☐ No

I. Are you requesting an accommodation to the naturalization process because of a disability or impairment? *(See Instructions for some examples of accommodations.)* ☐ Yes ☐ No

If you answered "Yes", check the box below that applies:

☐ I am deaf or hearing impaired and need a sign language interpreter who uses the following language: ______

☐ I use a wheelchair.

☐ I am blind or sight impaired.

☐ I will need another type of accommodation. Please explain: ______

Part 3. Information About You

G. Current Marital Status - Check the marital status you have on the date you are filing this application. If you are currently not married, but had a prior marriage that was annulled (declared by a court to be invalid) check "Other" and explain it.

H. Request for Disability Waiver - If you have a medical disability or impairment that you believe qualifies you for a waiver of the tests of English and/or U.S. government and history, check "Yes" and attach a properly completed Form N-648. If you ask for this waiver it does not guarantee that you will be excused from the testing requirements. For more information about this waiver, see the *Guide.*

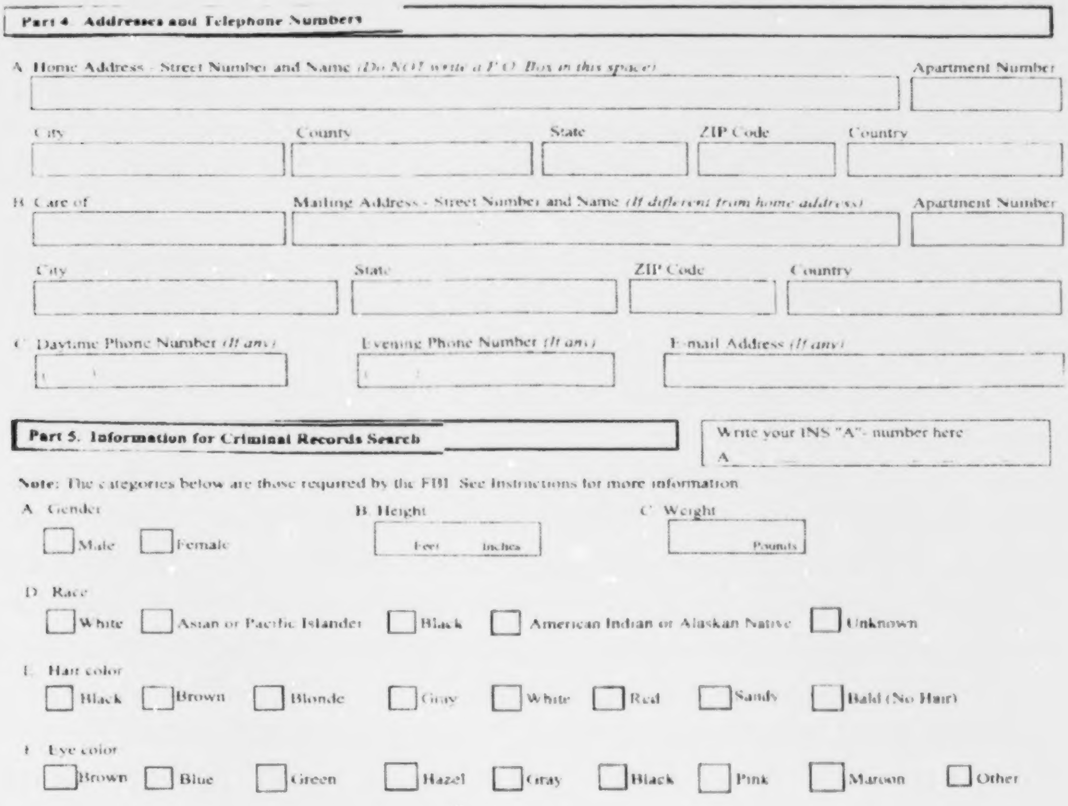
See Chapter 7 for a copy of the N-648 and additional information.

I. Request for Disability Accommodations - We will make every reasonable effort to help applicants with disabilities complete the naturalization process. For example, if you use a wheelchair, we will make sure that you can be fingerprinted and interviewed, and can attend a naturalization ceremony at a location that is wheelchair accessible. If you are deaf or hearing impaired and need a sign language interpreter, we will make arrangements with you to have one at your interview.

If you believe you will need us to modify or change the naturalization process for you, check the box or write in the space the kind of accommodation you need. If you need more space, use a separate sheet of paper. You do not need to send us a Form N-648 to request an accommodation. You only need to send a Form N-648 to request a waiver of the test of English and/or civics.

We consider requests for accommodations on a case-by-case basis. Asking for an accommodation will not affect your eligibility for citizenship.

INS is required by law to provide reasonable accommodations for all applicants with disabilities. See Chapter 7, page 239 for examples of accommodations you can request for a disability.



Part 4. Addresses and Telephone Numbers

A. Home Address - Street Number and Name *(Do NOT write a P.O. Box in this space)* | Apartment Number

City | County | State | ZIP Code | Country

B. Care of | Mailing Address - Street Number and Name *(If different from home address)* | Apartment Number

City | State | ZIP Code | Country

C. Daytime Phone Number *(If any)* ( ) | Evening Phone Number *(If any)* ( ) | E-mail Address *(If any)*

Part 5. Information for Criminal Records Search

Write your INS "A"- number here
A

Note: The categories below are those required by the FBI. See Instructions for more information.

A. Gender
☐ Male ☐ Female

B. Height
Feet Inches

C. Weight
Pounds

D. Race
☐ White ☐ Asian or Pacific Islander ☐ Black ☐ American Indian or Alaskan Native ☐ Unknown

E. Hair color
☐ Black ☐ Brown ☐ Blonde ☐ Gray ☐ White ☐ Red ☐ Sandy ☐ Bald (No Hair)

F. Eye color
☐ Brown ☐ Blue ☐ Green ☐ Hazel ☐ Gray ☐ Black ☐ Pink ☐ Maroon ☐ Other

Part 4. Addresses and Telephone Numbers

A. Home Address - Give the address where you now live. Do NOT put post office (P.O.) box numbers here.

You must have lived in the INS district where you are applying for at least three months before you file the application.

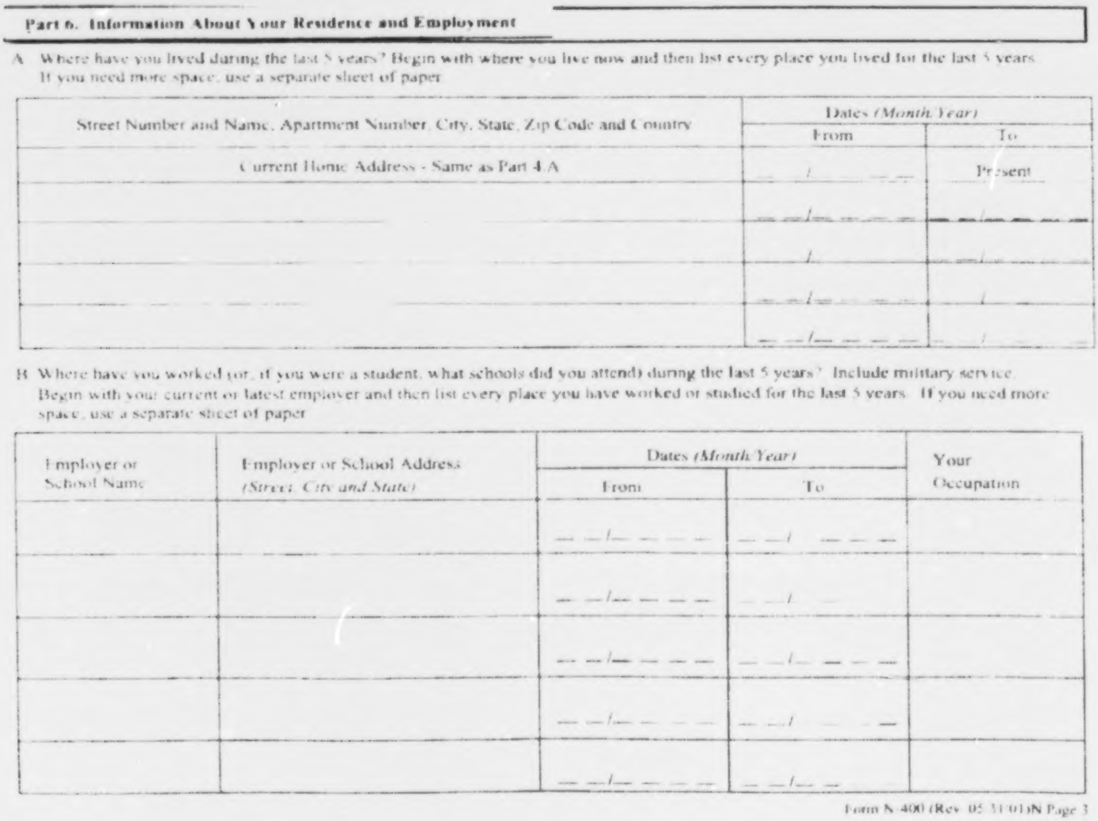
B. Mailing Address - If your mailing address is the same as your home address, write "same." If your mailing address is different from your home address, write it in this part.

C. Telephone Numbers (optional) - If you give us your telephone numbers and e-mail address, we can contact you about your application more quickly. If you are hearing impaired and use a TTY telephone connection, please indicate this by writing "(TTY)" after the telephone number.

Part 5. Information for Criminal Records Search

The Federal Bureau of Investigation (FBI) will use the information in this section, together with your fingerprints, to search for criminal records. Although the results of this search may affect your eligibility, we do NOT make naturalization decisions based on your gender, race, or physical description.

For each item, check the box that best describes you. The categories are those used by the FBI.



Part 6. Information About Your Residence and Employment

A. Where have you lived during the last 5 years? Begin with where you live now and then list every place you lived for the last 5 years. If you need more space, use a separate sheet of paper.

Street Number and Name, Apartment Number, City, State, Zip Code and Country	Dates *(Month/Year)*	
	From	To
Current Home Address - Same as Part 4.A	__/____	Present
	__/____	__/____
	__/____	__/____
	__/____	__/____
	__/____	__/____

B. Where have you worked (or, if you were a student, what schools did you attend) during the last 5 years? Include military service. Begin with your current or latest employer and then list every place you have worked or studied for the last 5 years. If you need more space, use a separate sheet of paper.

Employer or School Name	Employer or School Address *(Street, City and State)*	Dates *(Month/Year)*		Your Occupation
		From	To	
		__/____	__/____	
		__/____	__/____	
		__/____	__/____	
		__/____	__/____	
		__/____	__/____	

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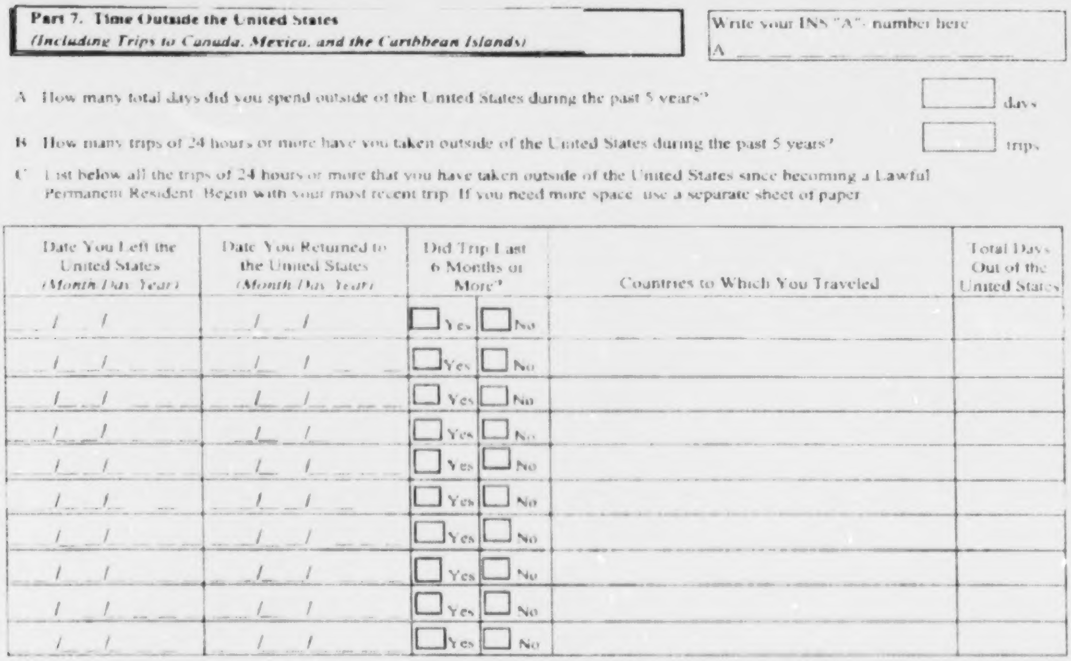
Part 6. Information About Your Residence and Employment

A. Write every address where you have lived during the last 5 years (including in other countries). Begin with where you live now. Also, write the dates you lived in these places. For example, write May 1998 to June 1999 as 05/1998 to 06/1999.

If you need separate sheets of paper to complete section A or B or any other questions on this application, be sure to follow the Instructions in "How Do I Complete This Application?" above.

B. List where you have worked (or, if you were a student, the schools you have attended) during the last 5 years. Include military service. If you worked for yourself, write "self employed." Begin with your most recent job. Also, write the dates when you worked or studied in each place.

Use old pay stubs, tax returns, or a phone book to find previous employers' addresses.



Part 7. Time Outside the United States
(Including Trips to Canada, Mexico, and the Caribbean Islands)

Write your INS "A"- number here
A ___ ___ ___ ___ ___ ___ ___ ___ ___

A How many total days did you spend outside of the United States during the past 5 years? ☐ days

B How many trips of 24 hours or more have you taken outside of the United States during the past 5 years? ☐ trips

C List below all the trips of 24 hours or more that you have taken outside of the United States since becoming a Lawful Permanent Resident. Begin with your most recent trip. If you need more space, use a separate sheet of paper.

Date You Left the United States *(Month Day Year)*	Date You Returned to the United States *(Month Day Year)*	Did Trip Last 6 Months or More?		Countries to Which You Traveled	Total Days Out of the United States
___/___/___	___/___/___	☐ Yes	☐ No		
___/___/___	___/___/___	☐ Yes	☐ No		
___/___/___	___/___/___	☐ Yes	☐ No		
___/___/___	___/___/___	☐ Yes	☐ No		
___/___/___	___/___/___	☐ Yes	☐ No		
___/___/___	___/___/___	☐ Yes	☐ No		
___/___/___	___/___/___	☐ Yes	☐ No		
___/___/___	___/___/___	☐ Yes	☐ No		
___/___/___	___/___/___	☐ Yes	☐ No		
___/___/___	___/___/___	☐ Yes	☐ No		

Part 7. Time Outside the United States

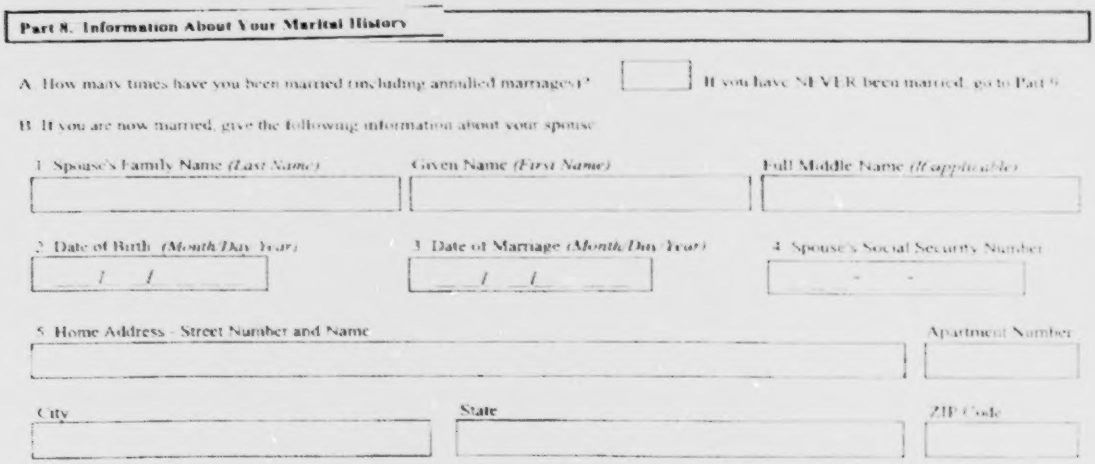
A. Write the total number of days you spent outside of the United States (including on military service) during the last 5 years. Count the days of every trip that lasted 24 hours or longer.

B. Write the number of trips you have taken outside the United States during the last 5 years. Count every trip that lasted 24 hours or longer.

C. Provide the requested information for every trip that you have taken outside the United States since you became a Lawful Permanent Resident. Begin with your most recent trip.

Check your passport for entry and exit dates. If you do not have or remember the dates, answer this question to the best of your knowledge.

This is a test of eligibility based on the requirement of five years of continuous lawful permanent residence (or three years if applying based on marriage to a citizen). Trips outside the United States in the last five (or three) years that lasted more than six months but less than a year require a written explanation. Trips of one year or more in the last five (or three) years cause you to lose eligibility. Seek legal assistance in these cases. See Chapter 2 for more information.



Part 8. Information About Your Marital History

A. How many times have you been married (including annulled marriages)? ☐ If you have NEVER been married, go to Part 9

B. If you are now married, give the following information about your spouse:

1. Spouse's Family Name *(Last Name)*

Given Name *(First Name)*

Full Middle Name *(If applicable)*

2. Date of Birth *(Month/Day/Year)* __/__/____

3. Date of Marriage *(Month/Day/Year)* __/__/____

4. Spouse's Social Security Number - -

5. Home Address - Street Number and Name

Apartment Number

City

State

ZIP Code

Part 8. Information About Your Marital History

A. Write the number of times you have been married. Include any annulled marriages. If you were married to the same spouse more than one time, count each time as a separate marriage.

- *Was it a legally sanctioned marriage according to the laws and practices of your country of origin? How were you legally married?*

Give consideration to different religious authorities and the recognition of long term relationships appearing as marriage and thus given the same legal definition.

B. If you are now married, provide information about your current spouse.

- *Were you legally divorced from your previous spouse when you married again? Do you have records as evidence of divorce?*

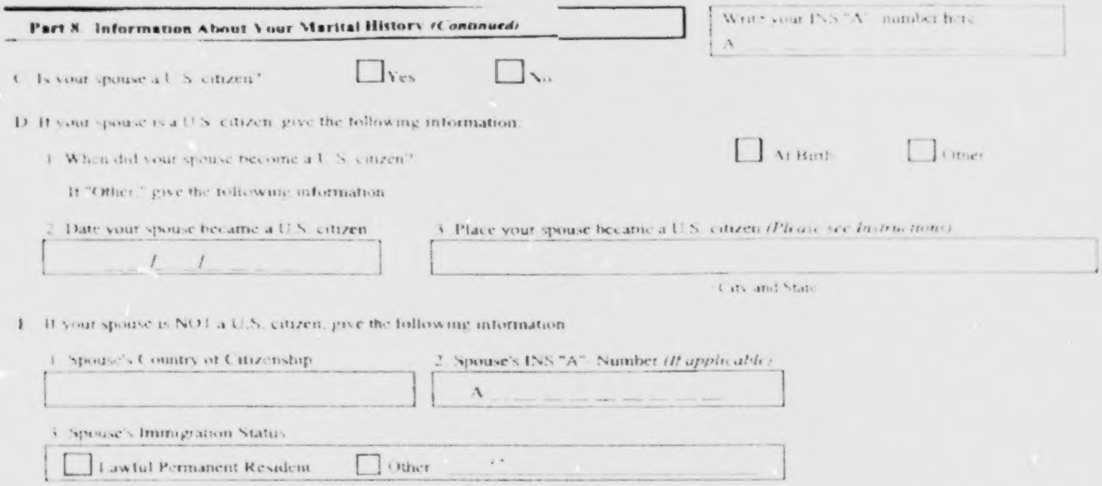
INS considers a person married unless he/she receives a divorce decree. Separated people are still married. Be sure to bring all divorce decrees and marriage certificates to the interview (translated and notarized, if not in English).

- *Do you have relatives by marriage that you want to immigrate to the U.S.?*

It is especially important to claim a spouse on the N-400 if you wish to sponsor him/her to immigrate to the U.S. See Chapter 10 for information on how to sponsor a relative.

- *Have you claimed all your previous marriages on all your past INS applications for consistency?*

Differences between applications may be seen as deception or fraud and a lack of good moral character, causing INS to deny you. Inconsistencies may be corrected with additional documentation and explanation but cannot guarantee a desired outcome. Approving an application afterwards is at the discretion of INS.



Part 8. Information About Your Marital History *(Continued)*

Write your INS "A" number here:
A ______

C. Is your spouse a U.S. citizen? ☐ Yes ☐ No

D. If your spouse is a U.S. citizen, give the following information:

1. When did your spouse become a U.S. citizen? ☐ At Birth ☐ Other

If "Other," give the following information:

2. Date your spouse became a U.S. citizen: ___/___/___

3. Place your spouse became a U.S. citizen *(Please see Instructions)*: ______ City and State

E. If your spouse is NOT a U.S. citizen, give the following information:

1. Spouse's Country of Citizenship: ______

2. Spouse's INS "A"- Number *(If applicable)*: A ______

3. Spouse's Immigration Status: ☐ Lawful Permanent Resident ☐ Other ______

Part 8. Information About Your Marital History

C. Check the box to indicate whether your current spouse is a U.S. citizen.

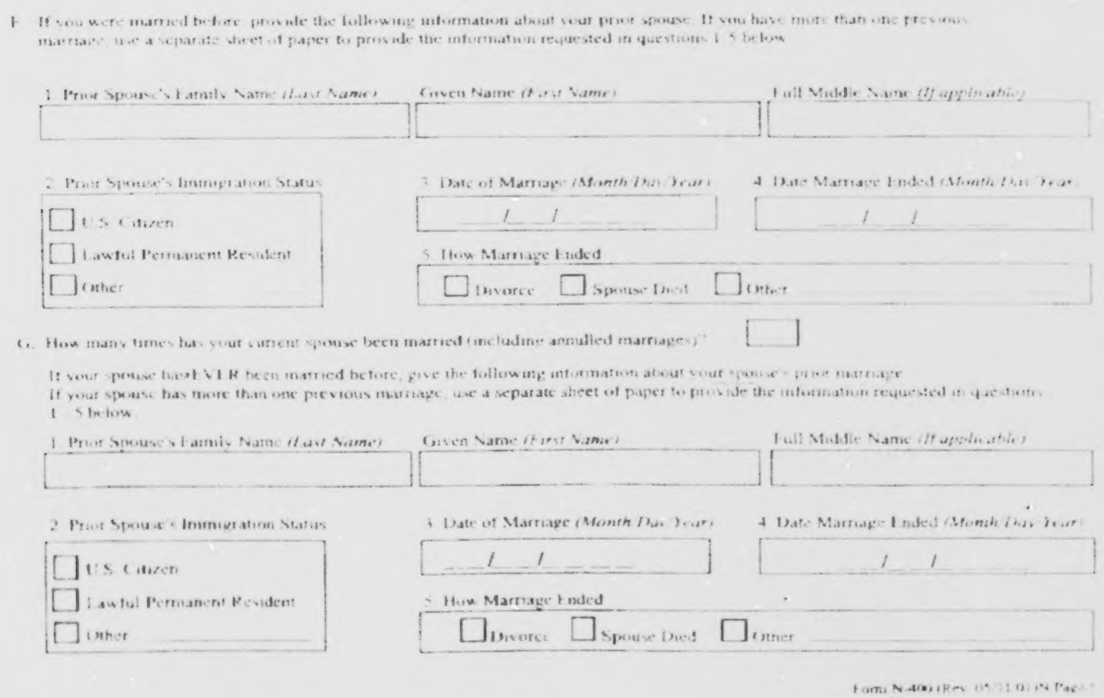
D. If your spouse is a citizen through naturalization, give the date and place of naturalization. If your spouse regained U.S. citizenship, write the date and place the citizenship was regained.

E. If your spouse is not a U.S. citizen, complete this section.

If your spouse is undocumented or waiting on an INS decision, possible responses to "Spouse's Immigration Status" include:

- *"pending application for ___" (an application has been submitted);*
- *"EWI" (entered without inspection);*
- *"unknown" (the laws are so complicated that you cannot be certain); or*
- *"none."*

Note that if it appears that your spouse is in the U.S. unlawfully (without papers or out of status), INS may ask if you helped your spouse to enter the U.S. illegally. (See Part 10.D.22.e.) You could be denied naturalization and deported for assisting someone across the border illegally. If this is a concern, see an immigration attorney or accredited representative before applying.



F. If you were married before, provide the following information about your prior spouse. If you have more than one previous marriage, use a separate sheet of paper to provide the information requested in questions 1 - 5 below.

1. Prior Spouse's Family Name *(Last Name)*
Given Name *(First Name)*
Full Middle Name *(If applicable)*

2. Prior Spouse's Immigration Status
☐ U.S. Citizen
☐ Lawful Permanent Resident
☐ Other

3. Date of Marriage *(Month/Day/Year)*
___/___/_____

4. Date Marriage Ended *(Month/Day/Year)*
___/___/_____

5. How Marriage Ended
☐ Divorce ☐ Spouse Died ☐ Other

G. How many times has your current spouse been married (including annulled marriages)? ☐

If your spouse has EVER been married before, give the following information about your spouse's prior marriage.
If your spouse has more than one previous marriage, use a separate sheet of paper to provide the information requested in questions 1 - 5 below.

1. Prior Spouse's Family Name *(Last Name)*
Given Name *(First Name)*
Full Middle Name *(If applicable)*

2. Prior Spouse's Immigration Status
☐ U.S. Citizen
☐ Lawful Permanent Resident
☐ Other

3. Date of Marriage *(Month/Day/Year)*
___/___/_____

4. Date Marriage Ended *(Month/Day/Year)*
___/___/_____

5. How Marriage Ended
☐ Divorce ☐ Spouse Died ☐ Other

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Part 8. Information About Your Marital History

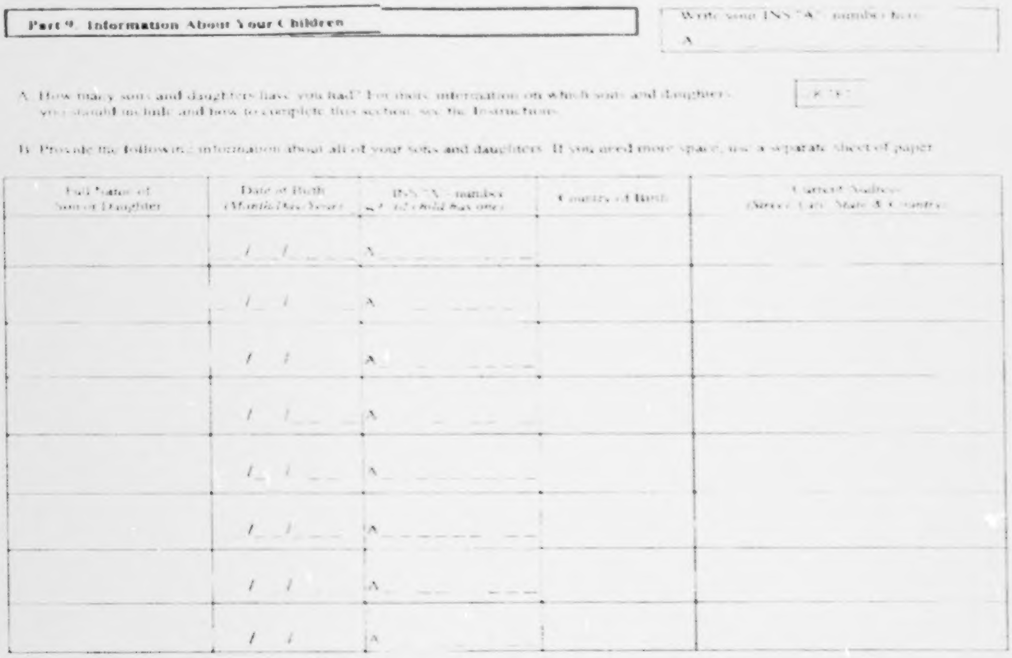
F. If you were married before, give information about your former spouse or spouses. In question F.2, check the box showing the immigration status your former spouse had during your marriage. If the spouse was not a U.S. citizen or a Lawful Permanent Resident at that time check "Other" and explain. For question F.5, if your marriage was annulled, check "Other" and explain. If you were married to the same spouse more than one time, write about each marriage separately.

Note: If you or your present spouse had more than one prior marriage, provide the same information from section F and section G about every additional marriage on a separate sheet.

If you immigrated through marriage and you were previously married to someone else, but did not end the previous marriage through annulment or divorce, you may not have immigrated to the U.S. legally and could now be deported.

If INS finds that you entered a marriage only to get a green card, INS may deny your application and try to deport you.

G. For any prior marriages of your current spouse, follow the instructions in section F above.



Part 9. Information About Your Children

Write your INS "A" number here:
A

A. How many sons and daughters have you had? For more information on which sons and daughters you should include and how to complete this section, see the Instructions.

B. Provide the following information about all of your sons and daughters. If you need more space, use a separate sheet of paper.

Full Name of Son or Daughter	Date of Birth (Month/Day/Year)	INS "A" - number (if child has one)	Country of Birth	Current Address (Street, City, State & Country)
	/ /	A		
	/ /	A		
	/ /	A		
	/ /	A		
	/ /	A		
	/ /	A		
	/ /	A		
	/ /	A		

Part 9. Information About Your Children

A. Write the total number of sons and daughters you have had. Count all of your children, regardless of whether they are:

- alive, missing, or dead;
- born in other countries or in the United States;
- under 18 years old or adults;
- married or unmarried;
- living with you or elsewhere;
- stepsons or stepdaughters or legally adopted; or
- born when you were not married.

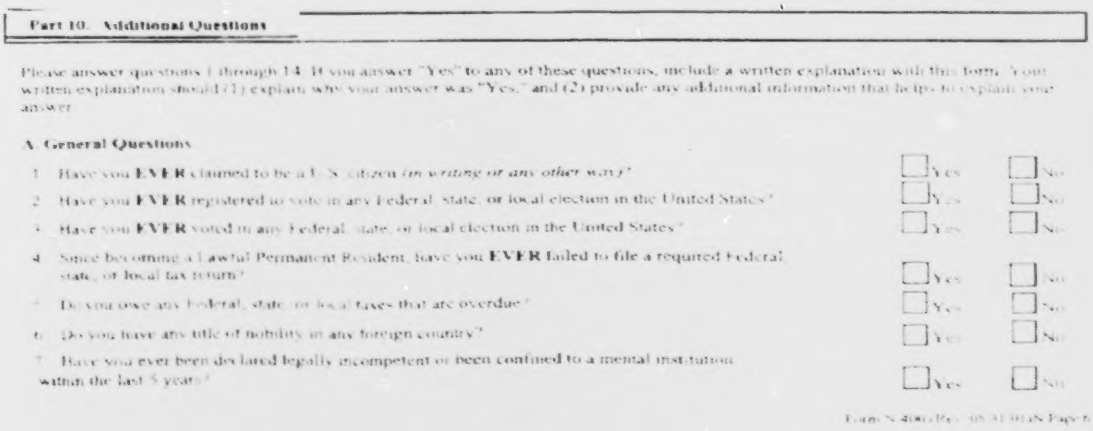
B. Write information about all your sons and daughters. In the last column ("Location"), write:

- "with me" - if the son or daughter is currently living with you;
- the street address and state or country where the son or daughter lives - if the son or daughter is NOT currently living with you; or
- "missing" or "dead" if that son or daughter is missing or dead.

If you need space to list information about additional sons and daughters, attach a separate sheet of paper.

The INS instructions clearly indicate that all children must be declared. Inconsistencies may raise questions about truthfulness, good moral character, and the ability to immigrate children in the future. If there are discrepancies between the children that you listed on the adjustment application and those listed on the N-400, you should attach a notarized explanation and be prepared to explain the discrepancy in the interview. Do not wait for INS to ask first.

See Chapter 8 for information about citizenship for children.



Part 10. Additional Questions

Please answer questions 1 through 14. If you answer "Yes" to any of these questions, include a written explanation with this form. Your written explanation should (1) explain why your answer was "Yes," and (2) provide any additional information that helps to explain your answer.

A. General Questions

1.	Have you **EVER** claimed to be a U.S. citizen *(in writing or any other way)*?	☐ Yes	☐ No
2.	Have you **EVER** registered to vote in any Federal, state, or local election in the United States?	☐ Yes	☐ No
3.	Have you **EVER** voted in any Federal, state, or local election in the United States?	☐ Yes	☐ No
4.	Since becoming a Lawful Permanent Resident, have you **EVER** failed to file a required Federal, state, or local tax return?	☐ Yes	☐ No
5.	Do you owe any Federal, state, or local taxes that are overdue?	☐ Yes	☐ No
6.	Do you have any title of nobility in any foreign country?	☐ Yes	☐ No
7.	Have you ever been declared legally incompetent or been confined to a mental institution within the last 5 years?	☐ Yes	☐ No

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Part 10. Additional Questions

Answer each question by checking "Yes" or "No." If ANY part of a question applies to you, you must answer "Yes." For example, if you were never arrested but were once detained by a police officer, check "Yes" to the question "Have you ever been arrested or detained by a law enforcement officer?" and attach a written explanation.

Attach any supporting documentation to your explanation and bring copies to the interview. You may need to bring a legal representative to the interview. See Chapter 3 for information about Form G-28, Notice of Entry of Appearance as Attorney or Representative, and finding a legal representative.

We will use this information to determine your eligibility for citizenship. Answer every question honestly and accurately. If you do not, we may deny your application for lack of good moral character. Answering "Yes" to one of these questions does not always cause an application to be denied. For more information on eligibility, please see the *Guide*.

A. 1-3. A *false claim of citizenship is a serious legal problem. Seek legal advice if you answer "yes" to any of these questions.*

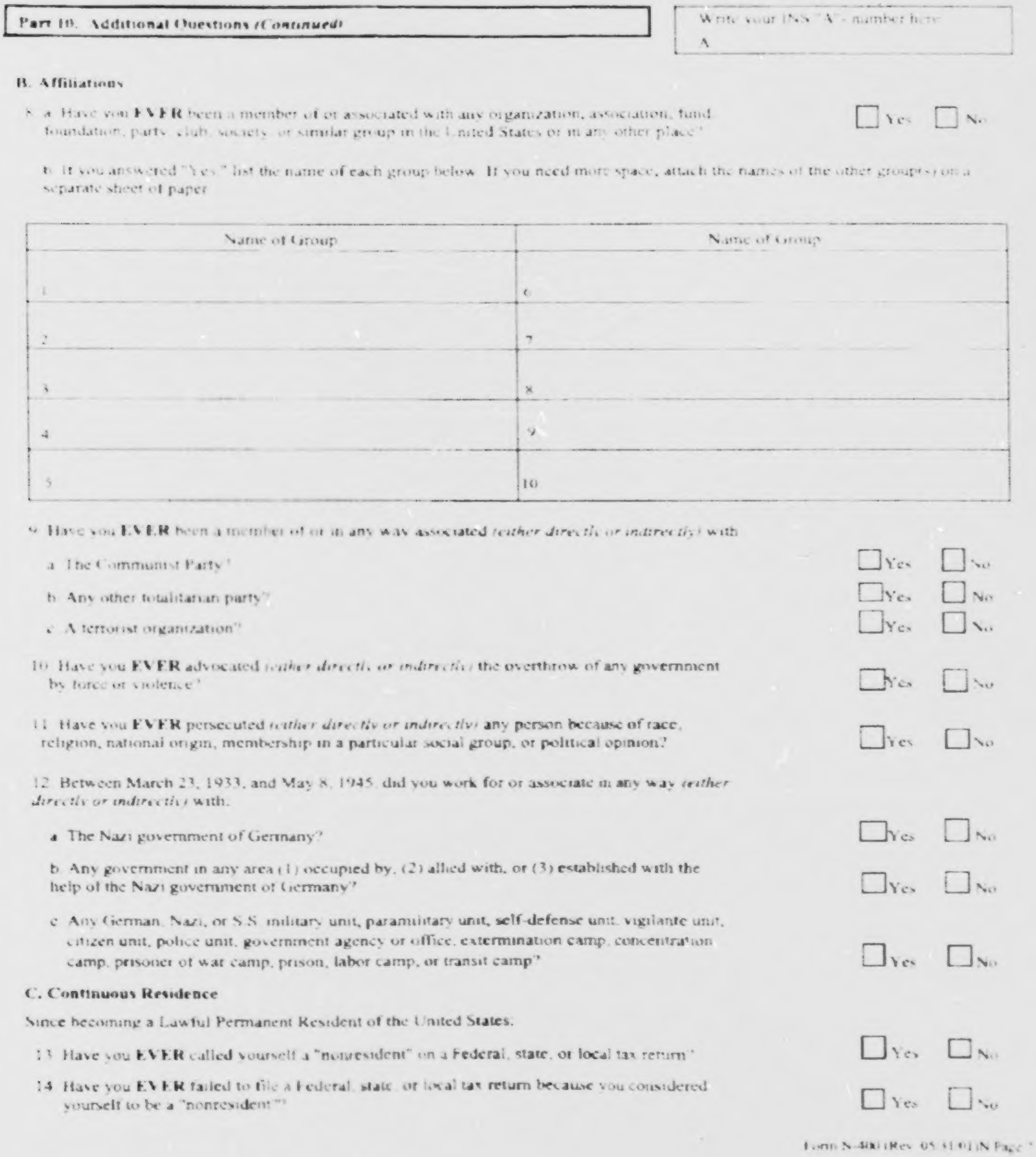
4 & 5. *This applies only if you earned enough income to file taxes. If you answer "yes," you need to file an amended tax return and pay any back taxes you owe. Also, you need to attach an explanation to the N-400 such as the following:*

I, (name), failed to file income taxes for the year 2000. However, I have filed an amended tax return and paid back taxes owed. Attached is a copy of my amended tax return and evidence of my payment.

(Signature)

6. *The Oath of Allegiance requires you to give up any title of nobility in order to become a U.S. citizen.*

7. *If you answer "yes," you must show evidence that your legal competence was restored before the time of the naturalization interview and oath.*



Part 10. Additional Questions *(Continued)*

Write your INS "A"- number here:
A

B. Affiliations

8. a. Have you **EVER** been a member of or associated with any organization, association, fund, foundation, party, club, society, or similar group in the United States or in any other place? ☐ Yes ☐ No

b. If you answered "Yes," list the name of each group below. If you need more space, attach the names of the other group(s) on a separate sheet of paper.

Name of Group	Name of Group
1	6
2	7
3	8
4	9
5	10

9. Have you **EVER** been a member of or in any way associated *(either directly or indirectly)* with:

a. The Communist Party? ☐ Yes ☐ No

b. Any other totalitarian party? ☐ Yes ☐ No

c. A terrorist organization? ☐ Yes ☐ No

10. Have you **EVER** advocated *(either directly or indirectly)* the overthrow of any government by force or violence? ☐ Yes ☐ No

11. Have you **EVER** persecuted *(either directly or indirectly)* any person because of race, religion, national origin, membership in a particular social group, or political opinion? ☐ Yes ☐ No

12. Between March 23, 1933, and May 8, 1945, did you work for or associate in any way *(either directly or indirectly)* with:

a. The Nazi government of Germany? ☐ Yes ☐ No

b. Any government in any area (1) occupied by, (2) allied with, or (3) established with the help of the Nazi government of Germany? ☐ Yes ☐ No

c. Any German, Nazi, or S.S. military unit, paramilitary unit, self-defense unit, vigilante unit, citizen unit, police unit, government agency or office, extermination camp, concentration camp, prisoner of war camp, prison, labor camp, or transit camp? ☐ Yes ☐ No

C. Continuous Residence

Since becoming a Lawful Permanent Resident of the United States:

13. Have you **EVER** called yourself a "nonresident" on a Federal, state, or local tax return? ☐ Yes ☐ No

14. Have you **EVER** failed to file a Federal, state, or local tax return because you considered yourself to be a "nonresident"? ☐ Yes ☐ No

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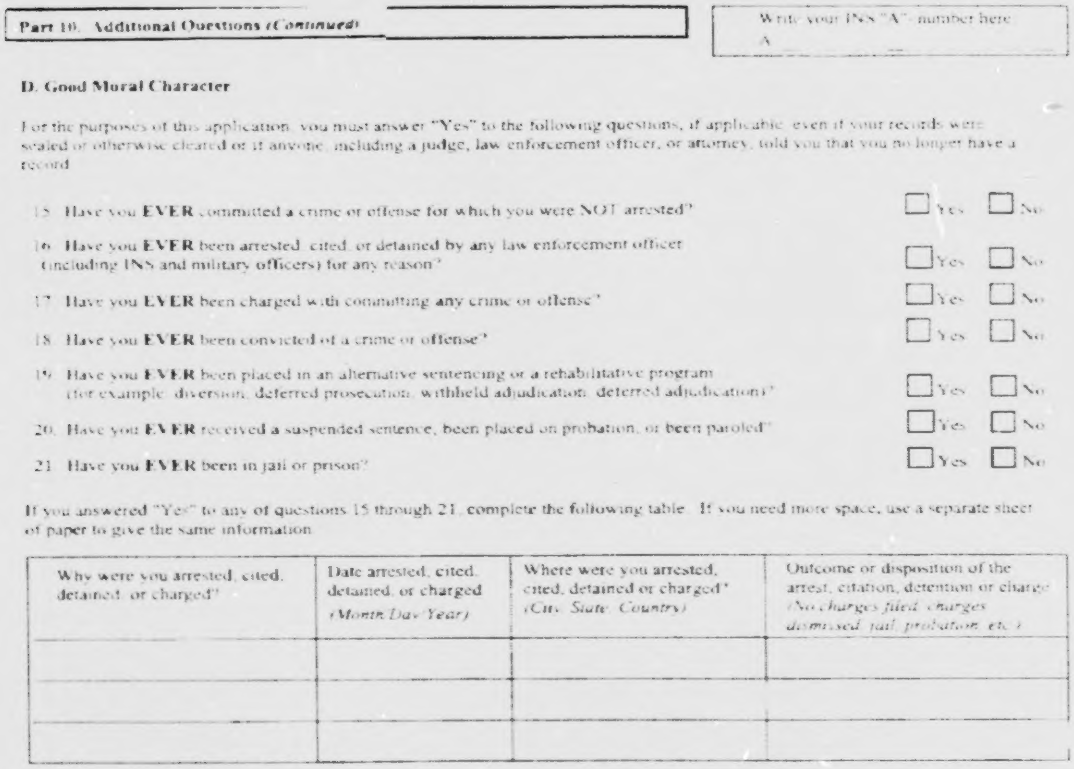
Part 10. Additional Questions

B. 8. *Refugees and asylees in particular should include affiliations that are related to their past persecution in their native country, as these affiliations are often contained in previous INS applications.*

9a. *Past membership in the Communist Party is a bar to citizenship. However, there are a few exceptions to the bar, for example, if you needed to join the party in order to get a job, food, housing, or other necessities. See Chapter 2 for more information.*

C. 13 & 14. *Answering "yes" to either of these questions suggests that you either abandoned your U.S. residence or that you broke your continuous residence.*



Part 10. Additional Questions ***(Continued)***

Write your INS "A"- number here:
A ______

D. Good Moral Character

For the purposes of this application, you must answer "Yes" to the following questions, if applicable, even if your records were sealed or otherwise cleared or if anyone, including a judge, law enforcement officer, or attorney, told you that you no longer have a record.

15. Have you **EVER** committed a crime or offense for which you were NOT arrested? ☐ Yes ☐ No

16. Have you **EVER** been arrested, cited, or detained by any law enforcement officer (including INS and military officers) for any reason? ☐ Yes ☐ No

17. Have you **EVER** been charged with committing any crime or offense? ☐ Yes ☐ No

18. Have you **EVER** been convicted of a crime or offense? ☐ Yes ☐ No

19. Have you **EVER** been placed in an alternative sentencing or a rehabilitative program (for example, diversion, deferred prosecution, withheld adjudication, deferred adjudication)? ☐ Yes ☐ No

20. Have you **EVER** received a suspended sentence, been placed on probation, or been paroled? ☐ Yes ☐ No

21. Have you **EVER** been in jail or prison? ☐ Yes ☐ No

If you answered "Yes" to any of questions 15 through 21, complete the following table. If you need more space, use a separate sheet of paper to give the same information.

Why were you arrested, cited, detained, or charged?	Date arrested, cited, detained, or charged *(Month/Day/Year)*	Where were you arrested, cited, detained or charged? *(City, State, Country)*	Outcome or disposition of the arrest, citation, detention or charge *(No charges filed, charges dismissed, jail, probation, etc.)*

Part 10. Additional Questions

D. Good Moral Character *- This section is important for determining good moral character eligibility. INS can take legal action against you if you answer "yes" to any of the questions. If INS finds that you lack good moral character, you may be denied and ineligible for five years before applying again.*

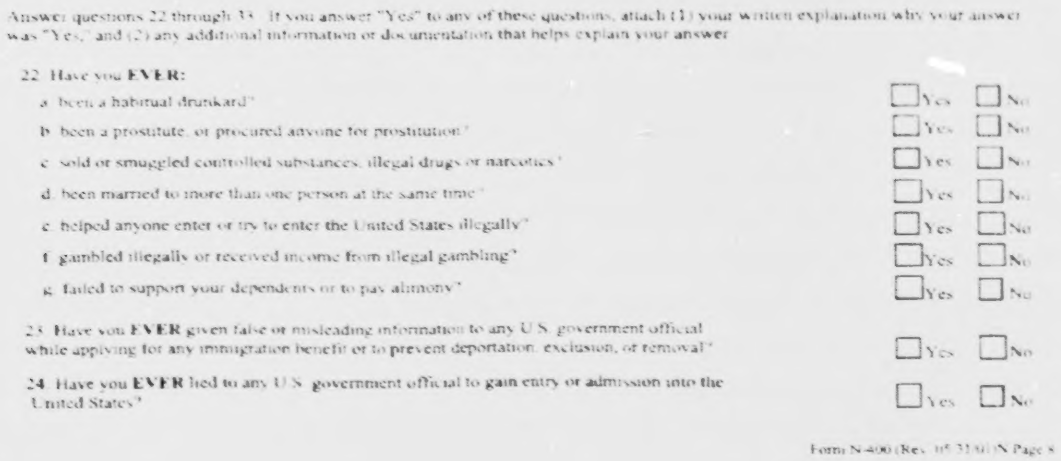
For a serious crime such as an aggravated felony, you may be deportable. See Chapter 2 for more information on questions 1-33.

When in doubt, Chapter 2 attempts to identify when a legal representative is most needed. If in doubt, it is best to seek legal advice.

If you apply and learn later that you are ineligible and subject to deportation, an attorney may advise you to withdraw your application in writing or not appear at the interview.

Note that fingerprints submitted to the FBI will always show every arrest in the U.S. and the outcome, even if a conviction was sealed, expunged, or otherwise cleared.

D. 16. *List all citations and arrests, even for traffic violations such as parking and speeding tickets. The citizenship application before May 2001 did not require traffic violation information. Be sure to follow this new requirement.*



Answer questions 22 through 33. If you answer "Yes" to any of these questions, attach (1) your written explanation why your answer was "Yes," and (2) any additional information or documentation that helps explain your answer.

22. Have you **EVER**:

a. been a habitual drunkard? ☐ Yes ☐ No

b. been a prostitute, or procured anyone for prostitution? ☐ Yes ☐ No

c. sold or smuggled controlled substances, illegal drugs or narcotics? ☐ Yes ☐ No

d. been married to more than one person at the same time? ☐ Yes ☐ No

e. helped anyone enter or try to enter the United States illegally? ☐ Yes ☐ No

f. gambled illegally or received income from illegal gambling? ☐ Yes ☐ No

g. failed to support your dependents or to pay alimony? ☐ Yes ☐ No

23. Have you **EVER** given false or misleading information to any U.S. government official while applying for any immigration benefit or to prevent deportation, exclusion, or removal? ☐ Yes ☐ No

24. Have you **EVER** lied to any U.S. government official to gain entry or admission into the United States? ☐ Yes ☐ No

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Part 10. Additional Questions

It is very important to seek help from an immigration lawyer or BIA accredited representative if you answer "yes" to any of these questions.

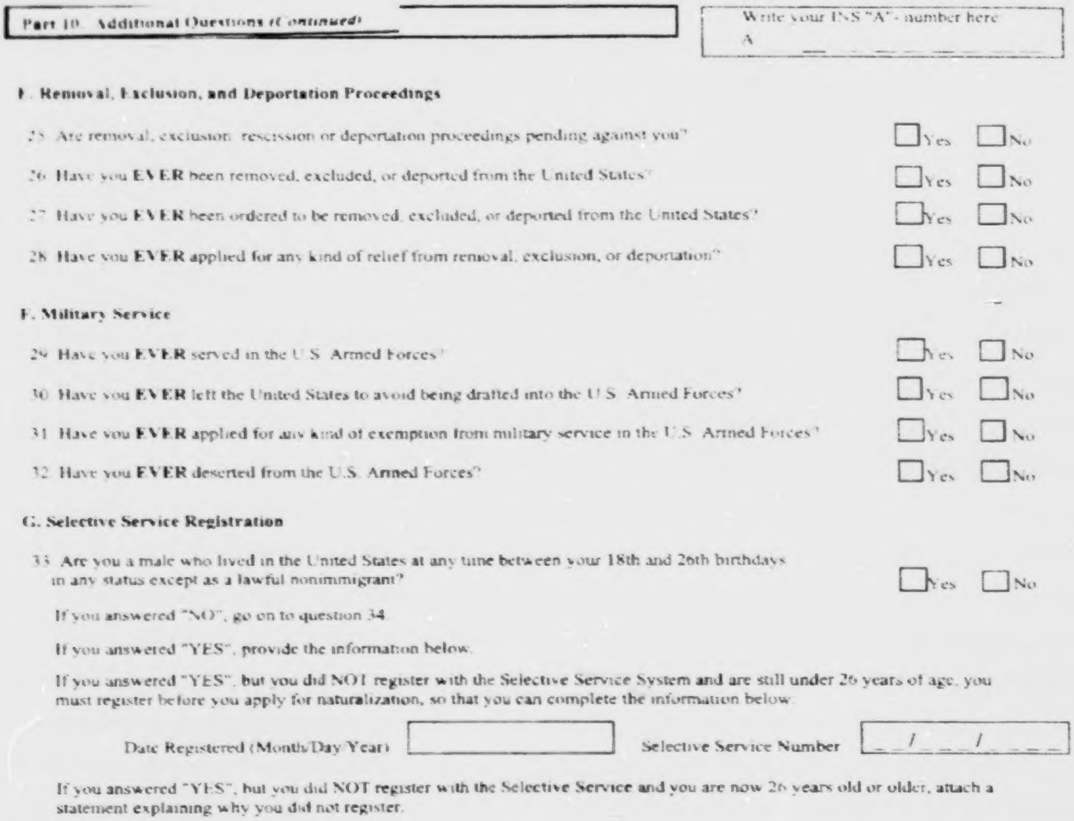
D. 22a. *If there is evidence of chronic alcoholism, you may not have good moral character.*

22c. *All drug offenses are extremely serious, and selling or smuggling drugs is a deportable offense.*

22d. *You may not have good moral character if you re-married before ending a previous marriage.*

22e. *Helping someone to enter the U.S. illegally is a good moral character problem and, with few exceptions, a deportable offense. See Chapter 2 for more information.*

22g. *Some INS offices will require you to show evidence of child support for all children under 18 who are not living with you. (See Part 9. B.) Failure to pay child support could lead to a denial of the application because it shows a lack of good moral character. Evidence of child support can include cancelled checks, money order receipts, and affidavits.*



Part 10. Additional Questions (Continued)

Write your INS "A"- number here
A _ _ _ _ _ _ _ _ _

E. Removal, Exclusion, and Deportation Proceedings

25 Are removal, exclusion, rescission or deportation proceedings pending against you? ☐ Yes ☐ No

26 Have you **EVER** been removed, excluded, or deported from the United States? ☐ Yes ☐ No

27 Have you **EVER** been ordered to be removed, excluded, or deported from the United States? ☐ Yes ☐ No

28 Have you **EVER** applied for any kind of relief from removal, exclusion, or deportation? ☐ Yes ☐ No

F. Military Service

29 Have you **EVER** served in the U.S. Armed Forces? ☐ Yes ☐ No

30 Have you **EVER** left the United States to avoid being drafted into the U.S. Armed Forces? ☐ Yes ☐ No

31 Have you **EVER** applied for any kind of exemption from military service in the U.S. Armed Forces? ☐ Yes ☐ No

32 Have you **EVER** deserted from the U.S. Armed Forces? ☐ Yes ☐ No

G. Selective Service Registration

33 Are you a male who lived in the United States at any time between your 18th and 26th birthdays in any status except as a lawful nonimmigrant? ☐ Yes ☐ No

If you answered "NO", go on to question 34.

If you answered "YES", provide the information below.

If you answered "YES", but you did NOT register with the Selective Service System and are still under 26 years of age, you must register before you apply for naturalization, so that you can complete the information below:

Date Registered (Month/Day/Year) ______ Selective Service Number _ _ / _ _ / _ _ _ _

If you answered "YES", but you did NOT register with the Selective Service and you are now 26 years old or older, attach a statement explaining why you did not register.

Part 10. Additional Questions

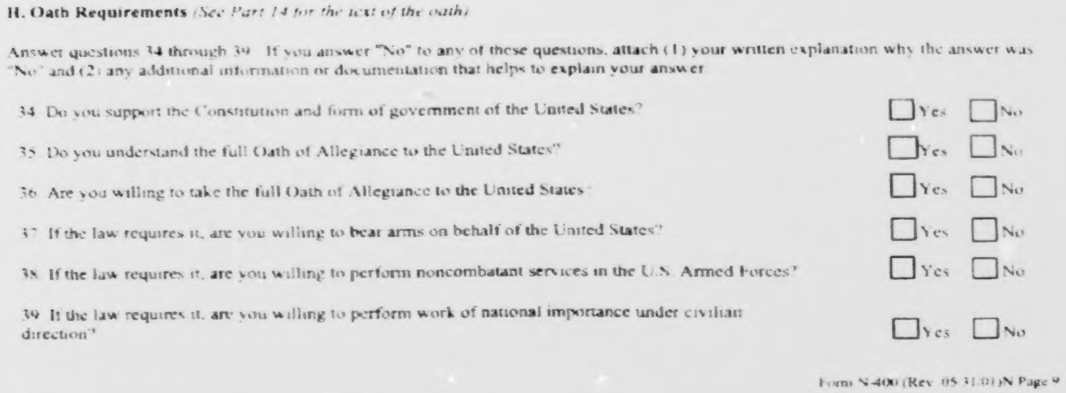
E. Removal, Exclusion, and Deportation Proceedings - *See a lawyer or accredited representative if you answer "yes" to any of these questions. You are not eligible for citizenship if a deportation order is pending against you.*

F. Military Service - *If you left the U.S. to avoid the draft, deserted from the U.S. Armed Forces, or applied for certain kinds of exemptions from service, you may be barred from citizenship. Seek legal assistance.*

G. Selective Service Registration - *If you knew you were supposed to register for the Selective Service and failed to register, you may not have good moral character. See Chapter 6, where this is explained in detail. You need to attach an explanation, such as the following:*

I, (name), failed to register for the Selective Service because I did not know about this requirement. If I had known, I would have registered.

(Signature)



H. Oath Requirements *(See Part 14 for the text of the oath)*

Answer questions 34 through 39. If you answer "No" to any of these questions, attach (1) your written explanation why the answer was "No" and (2) any additional information or documentation that helps to explain your answer.

34. Do you support the Constitution and form of government of the United States? ☐ Yes ☐ No
35. Do you understand the full Oath of Allegiance to the United States? ☐ Yes ☐ No
36. Are you willing to take the full Oath of Allegiance to the United States? ☐ Yes ☐ No
37. If the law requires it, are you willing to bear arms on behalf of the United States? ☐ Yes ☐ No
38. If the law requires it, are you willing to perform noncombatant services in the U.S. Armed Forces? ☐ Yes ☐ No
39. If the law requires it, are you willing to perform work of national importance under civilian direction? ☐ Yes ☐ No

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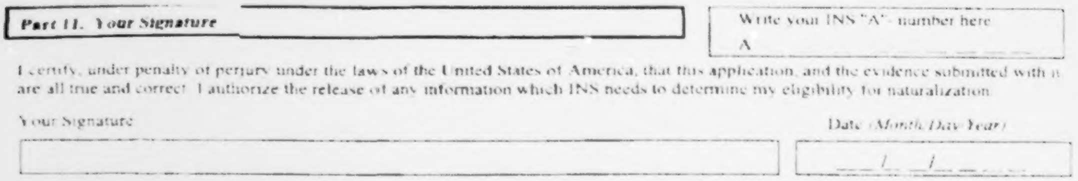
Part 10. Additional Questions

H. Oath Requirements *- These questions determine your understanding of and willingness to take the full Oath of Allegiance. Some people are unable to take the full oath because their religion or beliefs bar them from swearing allegiance or fighting in the military. See Chapter 2 for more information.*

If you are requesting a modified oath for religious beliefs, you need to attach a signed statement explaining what changes you need and why. In addition to your own statement, you need a letter from the leader of your church, mosque, synagogue, or other faith institution stating your name, your membership in that religious group, what your beliefs are, and what changes are needed in the oath.



Part 11. Your Signature

Write your INS "A"- number here
A

I certify, under penalty of perjury under the laws of the United States of America, that this application, and the evidence submitted with it, are all true and correct. I authorize the release of any information which INS needs to determine my eligibility for naturalization.

Your Signature

Date *(Month/Day/Year)*
___/___/____

Part 11. Your Signature

After reading the statement in Part 11, you must sign and date it. You should sign your full name without abbreviating it or using initials. The signature must be legible. Your application may be returned to you if it is not signed.

If you cannot sign your name in English, sign in your native language. If you are unable to write in any language, sign your name with an "X."

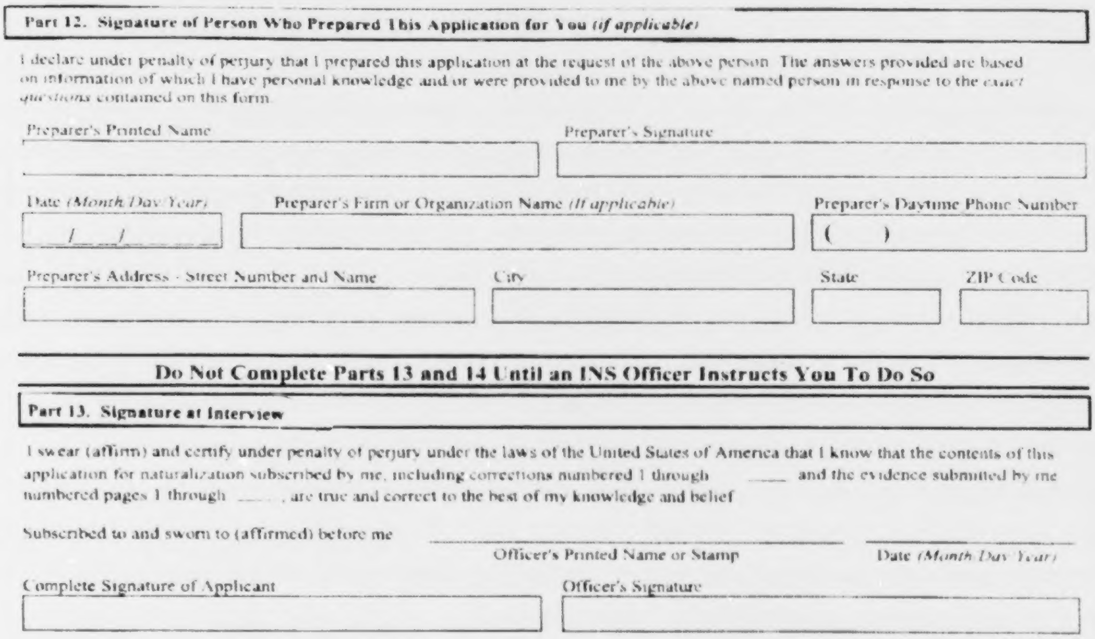
By signing, you indicate that the information provided and documents submitted are correct to the best of your knowledge. Knowingly providing false information is a basis for denying naturalization.

If you knowingly and willfully falsify or conceal a material fact or submit a false document with this request, we will deny your application for naturalization and may deny any other immigration benefit. In addition, you will face severe penalties provided by law and may be subject to a removal proceeding or criminal prosecution.

If we grant you citizenship after you falsify or conceal a material fact or submit a false document with this request, your naturalization may be revoked.

Do not sign, date, and submit the application until you meet the residency requirement of four years and nine months (or two years and nine months if you are applying based on marriage to a U.S. citizen). Otherwise, INS will deny your application and you will lose your money.

If you are applying for the 50/20 or 55/15 English exemption, do not sign, date, and submit the application until you meet the age and lawful permanent residency requirements. See Chapter 2, page 23 for more information.



Part 12. Signature of Person Who Prepared This Application for You *(if applicable)*

I declare under penalty of perjury that I prepared this application at the request of the above person. The answers provided are based on information of which I have personal knowledge and/or were provided to me by the above named person in response to the *exact questions* contained on this form.

Preparer's Printed Name

Preparer's Signature

Date *(Month/Day/Year)* / /

Preparer's Firm or Organization Name *(If applicable)*

Preparer's Daytime Phone Number ( )

Preparer's Address - Street Number and Name

City

State

ZIP Code

Do Not Complete Parts 13 and 14 Until an INS Officer Instructs You To Do So

Part 13. Signature at Interview

I swear (affirm) and certify under penalty of perjury under the laws of the United States of America that I know that the contents of this application for naturalization subscribed by me, including corrections numbered 1 through ____ and the evidence submitted by me numbered pages 1 through ____, are true and correct to the best of my knowledge and belief.

Subscribed to and sworn to (affirmed) before me ____________ ____________

Officer's Printed Name or Stamp

Date *(Month/Day/Year)*

Complete Signature of Applicant

Officer's Signature

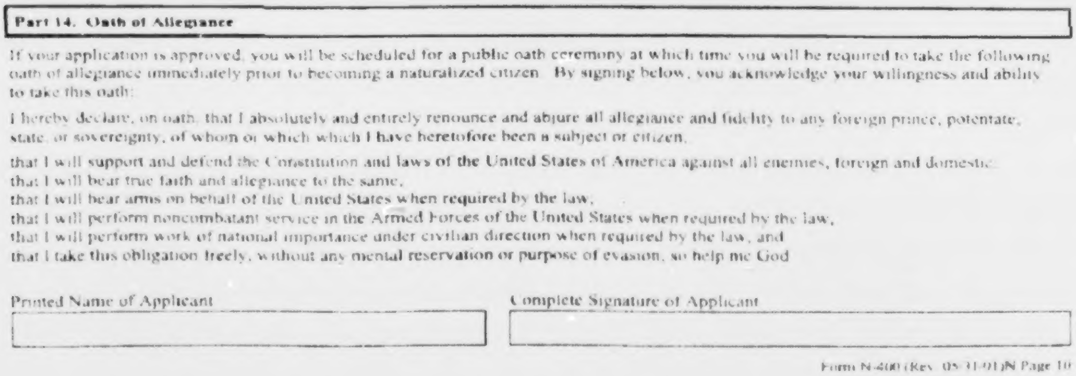
Part 12. Signature of Person Who Prepared This Application for You

If someone filled out this form for you, he or she must complete this section.

Many people seek assistance from unqualified persons. You should avoid paying for professional help if the person is unwilling to sign Part 12.

Part 13. Signature at Interview

Do NOT complete this part. You will be asked to complete this part at your interview.



Part 14. Oath of Allegiance

If your application is approved, you will be scheduled for a public oath ceremony at which time you will be required to take the following oath of allegiance immediately prior to becoming a naturalized citizen. By signing below, you acknowledge your willingness and ability to take this oath:

I hereby declare, on oath, that I absolutely and entirely renounce and abjure all allegiance and fidelity to any foreign prince, potentate, state, or sovereignty, of whom or which which I have heretofore been a subject or citizen,

that I will support and defend the Constitution and laws of the United States of America against all enemies, foreign and domestic;
that I will bear true faith and allegiance to the same,
that I will bear arms on behalf of the United States when required by the law,
that I will perform noncombatant service in the Armed Forces of the United States when required by the law,
that I will perform work of national importance under civilian direction when required by the law, and
that I take this obligation freely, without any mental reservation or purpose of evasion, so help me God

Printed Name of Applicant	Complete Signature of Applicant

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Part 14. Oath of Allegiance

Do NOT complete this part. You will be asked to complete this part at your interview.

If we approve your application, you must take this Oath of Allegiance to become a citizen. In limited cases you can take a modified oath. The oath requirement cannot be waived unless you are unable to understand its meaning because of a physical or developmental disability or mental impairment. For more information, see the Guide. Your signature on this form only indicates that you have no objections to taking the Oath of Allegiance. It does not mean that you have taken the oath or that you are naturalized. If INS approves your application for naturalization, you must attend an oath ceremony and take the Oath of Allegiance to the United States.

See Chapter 7, page 242 for more information about the oath waiver for the severely disabled. See Chapter 3, page 33 for more information about taking a modified oath for religious reasons.

Chapter Five

The INS Test

If you have faith as small as a mustard seed, you can say to
the mountain,
"Move from here to there" and it will move.
Nothing will be impossible for you.
–Matthew 17:20

In this Chapter:

- English Language Requirement
- History and Government Requirement
- Preparing for the Test
- Citizenship Study Materials
- Test Preparation Guide
- Sample Multiple Choice Test

Most citizenship applicants must pass an English and United States history and government test.

This chapter contains study suggestions, twelve units on the history and government of the United States, and practice tests.

ENGLISH LANGUAGE REQUIREMENT

According to the law you must demonstrate "an understanding of the English language, including an ability to read, write, and speak words in ordinary usage in the English language."

English Understanding and Speaking

INS tests your ability to speak and understand English during the interview. Your English is being tested every time the officer speaks and waits for your response or action. Most of the questions are taken from the N-400 application to confirm the truth of your answers.

See Chapter 6 for more information on the interview

INS Officer: Are you here to become a U.S. citizen?

You: Yes, I wish to be a U.S. citizen.

INS Officer: Please raise your right hand.

What To Do If You Don't Understand

You can ask the officer to repeat the question, speak louder or slower, or use simpler words.

INS Officer: Are you willing to bear arms in support of the United States Constitution?

You: Can you speak slowly and repeat that in a different way?

INS Officer: Are you willing to serve in the U.S. military if the government calls you?

You: Yes, I am.

English Writing

INS tests your writing ability by asking you to write one or two spoken sentences. The sentences given are different from district to district. In some INS districts, you will be asked to write the answers to United States history and government questions. In others, the sentences will be everyday English. Ask others who live in your district how INS tests writing and what sentences are commonly asked.

Examples of Dictation:

INS Officer: Please write the sentence, "I have three children."

I have three children.

INS Officer: Please write the sentence, "The White House is in Washington, D.C."

The White House is in Washington, D.C.

Other Examples:

United States History and Government

A Senator is elected for six years.
The stripes on the flag are red and white.
America is the land of freedom.
All people want to be free.
Citizens have the right to vote.
The president is elected every four years.
Only Congress can declare war.
Congress passes laws in the United States.
George Washington was the first president.
I want to be an American citizen.
The White House is in Washington, D.C.
Many people have died for freedom.
There are fifty states in the Union.
There are three branches of government.

Everyday Life

I have three children.
I know how to speak English.
My car does not work.
She was happy with her house.
I like my job.
I bought a blue car today.
I go to work everyday.
I am happy to live in America.
They work well together.
We have a very clean house.
I live at 1111 Main Street.
I cook every day.
I like to watch T.V.
Today is a sunny day.

See Attachment A for a full list of sentences.

How Your Writing is Evaluated

If you do not know every word in the sentence, write as much as you can. You will be given up to three opportunities to write an acceptable sentence. You must be able to write one acceptable sentence in order to pass the writing test. A sentence is acceptable if it can be understood by a reasonable person. INS will accept a few small errors in spelling, capitalization, and punctuation. INS may also accept abbreviations. Some INS officers are more flexible than others in deciding what is an acceptable sentence. Talk to others to find out how writing is evaluated in your district.

An example of a sentence with spelling errors:

The American flag is red, wite and blu.

A sentence with capitalization errors:

the american flag is red, white and blue.

A sentence with punctuation errors:

The American flag is red white and blue

A sentence with an abbreviation:

The U.S. flag is red, white and blue.

A correctly written sentence:

The American flag is red, white and blue.

English Reading

INS districts test reading in different ways. Some districts include the reading test in the written history and government test. If you can answer the written questions, they assume you can read English. Other districts ask you to read a few extra sentences. They may give you a more difficult reading test if you have higher education.

You may be asked to read from the following:

The N-400

List your addresses during the last five (5) years or since you became a permanent resident, whichever is less. Begin with your current address. If you need more space, continue on a separate paper.

The list of the INS 100 questions

What do we call a change to the Constitution?
How many states are there in the Union?

The sample sentences for written English testing

I have three children.
America is the land of freedom.

INS government or history books

Because both sides had so many strengths, it looked as though it would be difficult for either side to win. The Civil War quickly became a bloody, bitter and long struggle. The war divided the nation, but it also divided families. Often brothers, or even a father and son, fought on different sides. No matter who eventually won, the wounds would take a long time to heal.

HISTORY AND GOVERNMENT REQUIREMENT

According to the law, you must demonstrate "a knowledge and understanding of the fundamentals of the history, and of the principles and form of government, of the United States."

Sources for the Test

Many INS districts restrict their test to the 100 questions and the names of current officeholders. According to the law, the test is based on the following:

- Information in the latest versions of the federal booklets on citizenship.

  Reading Level: 4th to 6th Grade
  United States History, 1600-1987 Level I (M-289)
  Cost: $7.50
  U.S. Government Structure, Level I (M-291)
  Cost: $3.00

  Other Government Citizenship Texts
  Citizenship Education and Naturalization Information (M-287)
  Cost: $3.50
  A Reference Manual for Citizenship Instructors (M-286)
  Cost: $2.50

- The names of local, state, and federal officeholders (elected officials)

See Attachment B for a list of history and government questions commonly asked by INS.

Phrasing of 100 Questions

The same question may be phrased in many different ways. For example:

Who was the president during the Civil War?

During the Civil War who was the president?

The name of the president during the Civil War was?

What's the name of the president who served during the Civil War?

How INS Gives the Test

Orally

INS Officer: Who was the father of our country?

You: George Washington

In Writing

Who was the father of our country?______________________________

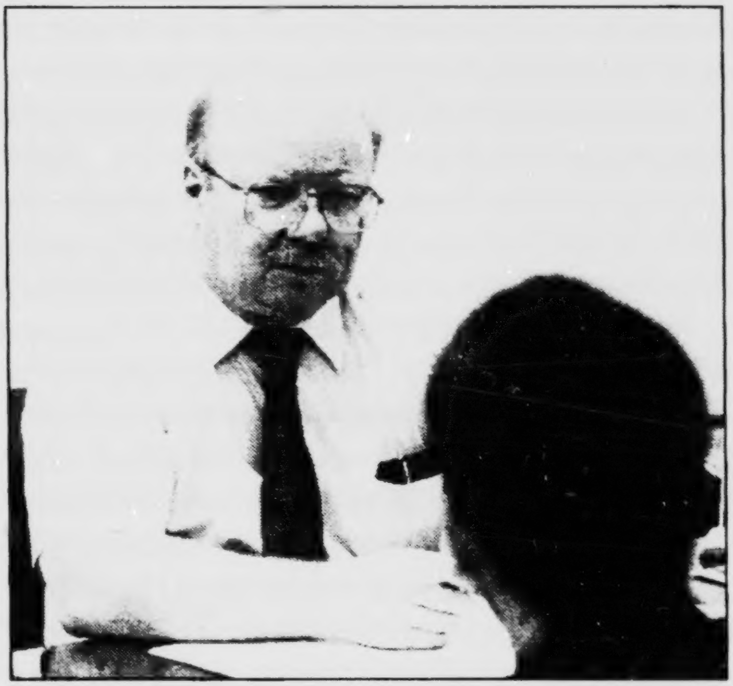
Multiple Choice Questions

Who was the father of our country?

a. Thomas Jefferson
b. Patrick Henry
c. Abraham Lincoln
d. George Washington

How the History and Government Test is Evaluated

You will be given 10 questions. You must answer at least six questions correctly to pass.



PREPARING FOR THE TEST

It is never too early to study for the test. The most common reason people are denied citizenship is for failing to pass the test. There are many ways you can study.

Classes

Many adult schools and community centers offer citizenship test preparation classes. Studying with other people and a teacher is helpful to everyone.

Some things to consider when choosing a citizenship class:

- Do you know anyone who went to the school? Did they like the class? Why or why not?
- What is the class schedule? How many weeks is the class? How many hours per week?
- Does the class content include English and history/government or only history/government?
- How many levels or kinds of classes are offered? Does the school have a quick review class you can take right before your interview? Are there classes that meet your needs?
- Do the students in each class have a similar English level or are there many levels in one class?
- Does the teacher speak your native language? Are there other people in the class who speak your language?
- Where does the class meet? Is there adequate public transportation or parking?
- Does the class provide you with materials you can take home and study?
- Is the teacher a professional or a volunteer? How much experience does the teacher have?

Tutoring

Some organizations provide tutors to help you study. Tutors are usually volunteers who have been trained. You may be tutored alone or in a small group.

Some things to consider when choosing a tutor:

- Is the tutor knowledgeable about citizenship and the test requirements?
- Can the tutor give you enough tutoring time so you will be prepared for the test?
- Can you get a new tutor if you don't do well with the one assigned to you?
- Does the tutor speak your language?

Self-Study

Many people choose to study by themselves. Even if you do take a class or work with a tutor, you will need to do some studying by yourself.

Some things to consider in studying by yourself:

- Do you have the discipline to study regularly?
- Have you set aside a special time to study?
- Do you have a place you can concentrate without distractions like TV, people, or other noise?
- Do you need someone you can ask questions to or discuss topics with?
- Do you have someone who can quiz you?

Tips for Studying

- Practice answering questions out loud.
- Post written questions and answers around your house in places you are likely to see them such as your refrigerator or the bathroom mirror.
- Use memory techniques. For example, make up a song or a poem with important information.
- Have family and friends help you. Have them give you dictations, quiz you on the 100 questions or go through a sample interview from beginning to end. Make sure they phrase the questions in many different ways. For example:

  Have you filed your income tax every year? Have you ever failed to file your income tax? Do you pay your taxes? Did you fail to pay your taxes any year?
- Use index cards. On one side write a question and on the other side write an answer. Or, on one side write a vocabulary word and on the other side its meaning.
- Make a cassette tape. You can make one of the dictation sentences or the questions that may be asked in the interview.
- Underline key words on the N-400. Study those words so that you can recognize the question when you hear those words.

CITIZENSHIP STUDY MATERIALS

Beginning/Intermediate Level Texts

The ABCs of Citizenship by Alicia Wang, 1999, (415) 561-1850, fax (415) 561-1857.

By the People, For the People: U.S. Government and Citizenship by Deborah J. Short, Margaret Seufert-Bosco, and Allene Guss Grognet, 1992, Center for Applied Linguistics, Delta Systems, (800) 323-8270.

Chicago Latino Citizenship Collaborative by Martha Andrade, Gwyn Davidson de la Vaca, Jennifer De Leon and Sara Vandenberg, 1997, Erie Neighborhood House, 1347 W. Erie St., Chicago, IL, 60622, (312) 666-3430, Adult Education Department.

Citizenship Now: A Guide for Naturalization by Aliza Becker and Laurie Edwards, 1995, NTC/Contemporary, (800) 621-1918.

Citizenship: Passing the Test by Lynne Weinberg, 1998, New Readers Press, (800).448-8878.

Citizenship To Go by Carole Maltzman and Dorren Sabin, 1998, Jewish Family Services, 24123 Greenfield Rd., Southfield, MI, (248) 559-4566, fax (248) 559-5403.

English through Citizenship: Literacy Level, Beginning Level, Intermediate Level A, Intermediate Level B by Elaine Kirn, 1989, Delta Systems, (800) 323-8270.

Entry Into Citizenship by Aliza Becker with Mary Ann Siegel, 2000, NTC/Contemporary, (800) 621-1918.

HIAS Guide to United States Citizenship (Russian/English), 1996, Hebrew Immigrant Aid Society (HIAS), 333 7th Ave., New York, NY, 10001, Attention: Citizenship Project, (212) 967-4100. (Russian/English cassette tape also available.)

Look at the U.S., Literacy Level by Sally Wigginton, 1989, NTC/Contemporary, (800) 621-1918.

Look at the U.S., Books I and II by Carole Cross with Rob Paral, 1989, NTC/Contemporary, (800) 621-1918.

Of the People: U.S. History by Deborah J. Short, Margaret Seufert-Bosco, and Allene Guss Grognet, 1991, Center for Applied Linguistics, Delta Systems, (800) 323-8270.

Passport to Success in U.S. Citizenship by Patricia Pethridge-Hernandez and Kathleen P. O'Donnell, J. Weston Walch, (800) 341-6094.

Preparation for Citizenship by Delores Doran de Valdez, Claudia Riedel, and Joe A. Burgos, 1995, Steck-Vaughn Co. , (800) 531-5015.

This Land is Your Land, Preparation for Amnesty Legalization and Citizenship by Patricia Harrington, 1990, MacMillan-McGraw Hill, Glencoe Division, (800) 423-9535.

U.S. Citizen - Yes! Interactive Citizenship Preparation by Ronna Magy, 1996, Heinle and Heinle, (800) 354-9706.

Voices of Freedom: English and Civics for the U.S. Citizenship Exam by Bill Bliss and Steven Molinksy, second edition, 1994, Prentice Hall Regents, (800) ESL-2ESL. *Citizenship Now,* by Aliza Becker and Laurie Edwards, NTC/Contemporary Publishing, (800) 621-1918

Videos

Coors Citizenship Test / Video de la cuidadania, 1997, Coors Beer Co. (English with introduction in Spanish.) Contact CLINIC, (202) 635-2556.

Count Me In: A Bridge to Citizenship, Union of Needle Trades Industrial and Textile Employees (formerly IGWU). Available through UNITE!, Immigration Project, Attention: Nancy Lorence, 275 Seventh Avenue, 8th floor, New York, NY, 10001-6708, (212) 627-0600. Mock interview with an INS officer.

How to Become a Citizen, Parts 1 and 2 (Amharic, Oromo, Tigrina, Somali), Horn of Africa Services, Michael Neguse, 825 Yesler Way, Seattle, WA 98104, (206) 344-5872. Part 1 goes over the citizenship requirements and Part 2 the INS 100 questions.

The INS Interview: Will They Pass? Available from New Reader's Press, (800) 448-8878 and Miller Educational Materials, Inc. (800) 636-4375. This participatory video takes students step by step through the INS interview.

INS Naturalization Interview (Russian Introduction) Hebrew Immigrant Aid Society (HIAS), 333 7th Ave., New York, NY, 10001, Attention: Citizenship Project, (212) 967-4100.

Mock Citizenship Interviews (English, 1994) and *Becoming a U.S. Citizen: Reasons and Requirements* (English and Spanish, 1994), Immigrant Legal Resource Center, 1663 Mission Street, Suite 602, San Francisco, CA, 94103, (415) 255-9499, fax (415) 255-9792.

U.S. Citizenship: A Dream Come True (English, Spanish, Korean, Vietnamese, Cantonese, Mandarin), 1995, updated in 1998. National Asian Pacific American Legal Consortium (NAPALC), 1010 South Flower St., Suite 302, Los Angeles, CA 90015, (213) 748-2022, ext. 34. This video describes the citizenship process including requirements and filling out the application. It also includes a number of sample interview questions.

You Can Be a Citizen! (Vietnamese, Lao, Korean, Tagalog, Cantonese, Mandarin, Mien, Cambodian), Asian Counseling and Referral Service (ACRS), 720 8th Avenue, Seattle, WA, 98104, (206) 695-7572. This video reviews how to apply, eligibility requirements and INS 100 questions on history and government.

Native Language Audiotapes and Print Materials

Amharic, Arabic, Farsi and Somali 100 Questions, CLINIC, McCormick Pavilion, 415 Michigan Ave., N.E., Washington, DC 20017, (202) 635-2556, fax (202) 635-2649.

Bosnian/Serbo-Croatian Bilingual, English for Beginners/Preparation for the Citizenship Test by Fatima Borjanovic, World Relief, Citizenship Program, 3507 W. Lawrence, Chicago, IL 60625, (773) 583-9191, fax (773) 583-9410.

Cambodian (Khmer) audiotape of 100 Questions, Cambodian Association of Illinois, 2831 W. Lawrence, Chicago, IL 60625, (773) 878-7090.

Cape Verdian Creole audiotape of 100 Questions, Kit Clark Senior Services, 1500 Dorchester Ave., Dorchester, MA 02122, (617) 288-5991.

Chinese (Cantonese) citizenship activity book and audiotape, Chinese American Service League (CASL), Citizenship Program, 310 W. 24th Pl., Chicago, IL 60626, (312) 791-0418.

Chinese bilingual 100 Questions organized by topic, N-400 questions and beginning and intermediate/advanced worksheet packages, Self-Help for the Elderly, Citizenship Program, 407 Sansone St., San Francisco, CA 94111, (415) 982- 9171, ext. 186.

Haitian Creole multiple choice practice exams, Haitian Multi Service Center, 12 Bicknell St., Dorchester, MA 02121, (617) 436-2848.

Hindi 100 Questions and companion activity book, Indo-American Center, 5328 N. California, Chicago, IL 60659, (773) 973-4444.

Hmong audiotape and 100 Questions, Lao Family Community of Fresno, 4903 E. King Canyon Rd. Suite 281, Fresno, CA 93727, (559) 453-9775.

Hmong and Lao audiotape of 100 Questions and songs for new citizens, Fresno Interdenominational Refugee Ministries, 1603 E. Shields Ave., Fresno, CA 93704, (559) 227-1388.

N-400 and 100 Questions in nine Asian languages, National Asian Pacific American Legal Consortium, 1010 South Flower St., Suite 302, Los Angeles, CA 90015, (213) 748-2022, ext. 34.

Korean 100 Questions audiotape and history/government and interview activity books, Korean American Community Services, 4300 N. California, Chicago, IL 60618, (773) 583-5501.

Spanish, Portuguese and Italian citizenship study materials for in-class or independent study, North Shore Community Action Program, 98 Main Street, Peabody, MA 01960, (978) 531-0767.

Vietnamese citizenship exercise workbook, Catholic Charities of Orange County, Citizenship Program, 1506 Brookhollow Drive, Suite 112, Santa Ana, CA 92705, (714) 662-7500.

Vietnamese 100 Questions transliterated into English pronunciation and bilingual text, Tyler Pham, (773) 506-2883 (telephone and fax).

Internet

http://www.uscitizenship.org/
This page has many useful practice tests.

http://www.ins.usdoj.gov/natz/requirements.html
This page has: a U.S. History and Government Online Test; 100 Sample U.S. History and Government Questions with Answers; United States History Study Guide for Civics Exam; and United States Government Structure Study Guide for Civics Exam.

TEST PREPARATION GUIDE

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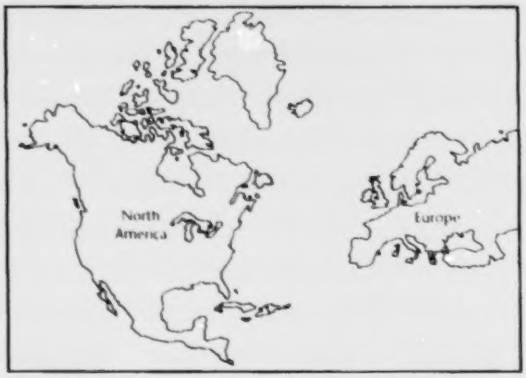
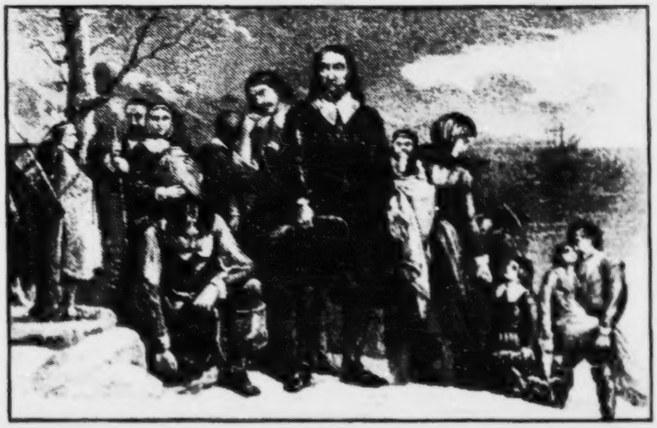
Unit 1

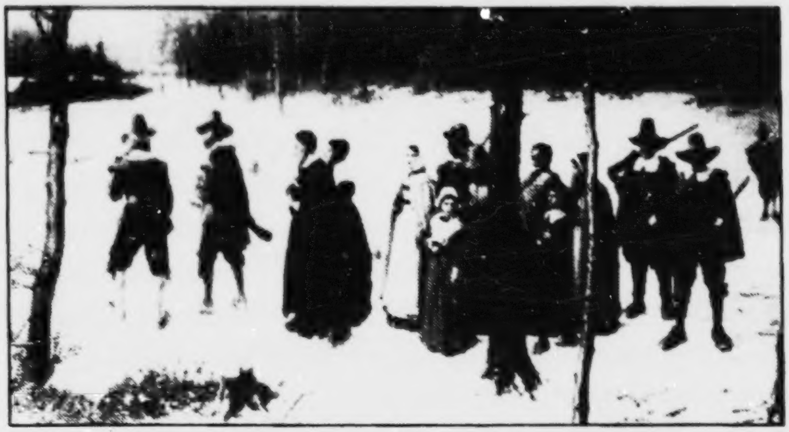
European Exploration and the English Colonies of North America



For many years, Europeans did not know North America existed.



The Pilgrims arrived in Plymouth, Massachusetts.



The Pilgrims immigrated for freedom of religion.

European Exploration

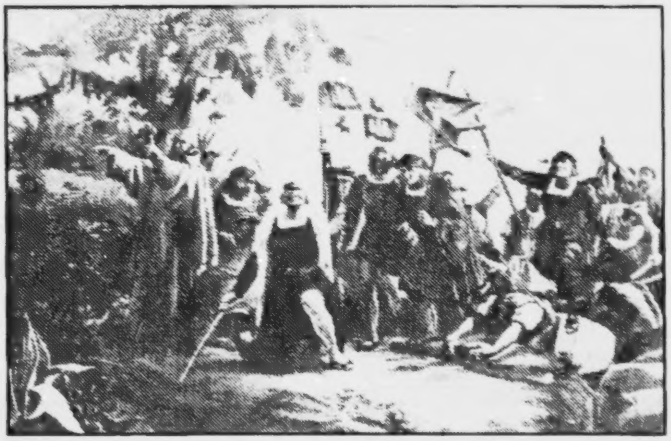
Christopher Columbus was a European explorer and trader. He wanted to trade for gold, silk, and spices in Asia. Travel by land from Europe to Asia was very slow. It was dangerous to sail around Africa. Columbus thought he could get to Asia directly by sailing west across the Atlantic Ocean.

Columbus left Spain to sail across the Atlantic Ocean. King Ferdinand and Queen Isabella of Spain paid for his trip. Columbus and his crew set sail on three ships: the Nina, the Pinta and the Santa Maria.

On October, 12, 1492, Columbus reached some islands in the Caribbean Sea. Columbus thought he was in India. He called the native people who lived there Indians (Indios). What he had really found was part of the Bahamas-- islands close to the United States.

Later, people realized that Columbus had come to a place that the Europeans did not know. It was a New World. An Italian explorer named Amerigo Vespucci said it was a new continent. The New World was named America in his honor.

With the arrival of the Europeans, life became more difficult for the Native Americans (American Indians). Some were forced to work as slaves. Others died fighting in defense of their land. They used simple weapons like bows and arrows against the Europeans' guns. European diseases also killed many Native Americans.



explorer = A person who travels long distances to find new places.

trader = A trader makes a living by exchanging goods instead of buying and selling with money.

Native Americans = The original people who lived in the Americas before the Europeans.

The English Colonies in North America

In 1607, the first permanent English colony was founded in Jamestown, Virginia. They grew and traded tobacco. It was difficult to survive as settlers building new homes and farming the wilderness.

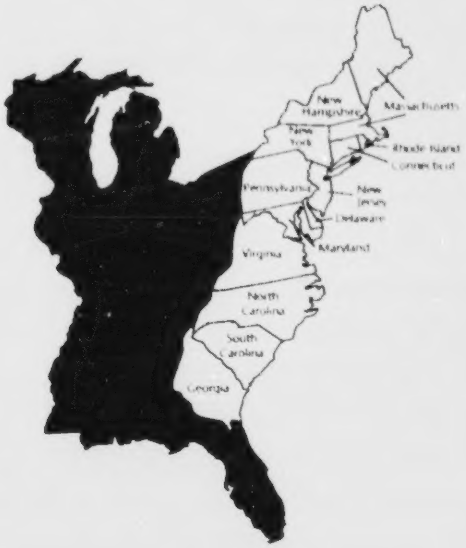
In 1620, the Pilgrims formed a colony in Plymouth, Massachusetts. The Pilgrims left England because they wanted religious freedom. They sailed across the Atlantic Ocean on a ship called the Mayflower.

The first winter was very hard for the Pilgrims. It was very cold and they had no food. Half of the Pilgrims died that winter. Friendly Native Americans helped the Pilgrims by teaching them about farming, fishing, and hunting.

The next fall, the Pilgrims celebrated Thanksgiving. It was the first American holiday. The Pilgrims invited the Native Americans to a big meal. They gave thanks to God for their food and a year of peace.

Today, we celebrate Thanksgiving on the fourth Thursday in November. Much of the food we eat is native to the Americas: turkey, pumpkin, corn, cranberries, and sweet potatoes.

In 1732, England established the last of the 13 colonies in North America. The 13 colonies were along the eastern coast of what is now the United States. They were Virginia, Massachusetts, Maryland, Rhode Island, Connecticut, New Hampshire, North Carolina, South Carolina, New York, New Jersey, Pennsylvania, Delaware and Georgia. These colonies later became the first 13 states.



colony = Land owned and governed by a dominant country; colonists are people who live in that land.

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. What explorer sailed to the New World in 1492?

2. Why did the Pilgrims come to America?

3. What holiday was celebrated for the first time by the American colonists?

4. Who helped the Pilgrims in America?

5. What is the name of the ship that brought the Pilgrims to America?

6. What were the 13 original states?

Multiple Choice Questions

Circle the correct answer.

1. **Which of these were NOT among the 13 original states?**
   - a. New York
   - b. Virginia
   - c. Washington, D.C.
   - d. Georgia

2. **Why did the Pilgrims come to America?**
   - a. For economic freedom
   - b. For religious freedom
   - c. For political freedom
   - d. For good jobs

3. **What holiday was celebrated for the first time by the American colonists?**
   a. Christmas
   b. Easter
   c. Independence Day
   d. Thanksgiving

4. **Who helped the Pilgrims in America?**
   a. The Native Americans
   b. George Washington
   c. Christopher Columbus
   d. The English

5. **What is the name of the ship that brought the pilgrims to America?**
   a. The Nina
   b. The Mayflower
   c. Virgin
   d. Pennsylvania

6. **What were the 13 original states of the United States called?**
   a. Pilgrims
   b. The New World
   c. The Mayflower
   d. Colonies

Answers:

1.c 2.b 3.d 4.a 5.b 6.d

Testing Tip

Most of the test questions begin with these words:

How many... What... Why...
For how long... Which.. Who...

Recognizing these words can help you answer the question correctly.

How many refers to a number.
How many senators are there in Congress? 100

For how long also refers to a time such as years, months or days.
For how long do we elect the representatives? Two years.

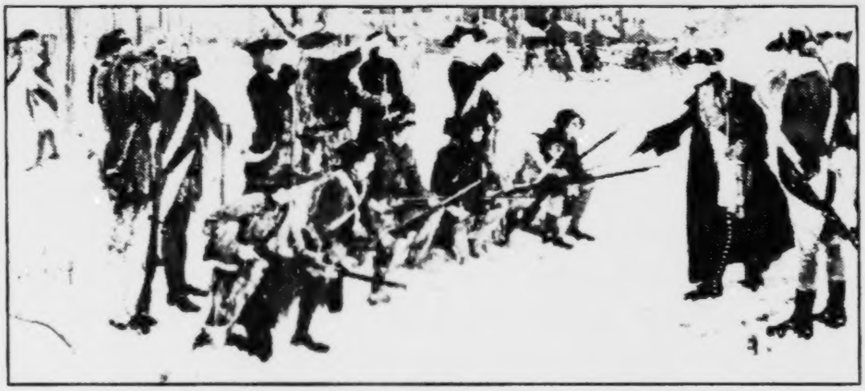
What refers to the name of a person, place or thing.
What are the three branches of government? Executive, Legislative and Judicial.

Who refers to a person.
Who was Martin Luther King? A civil rights leader.

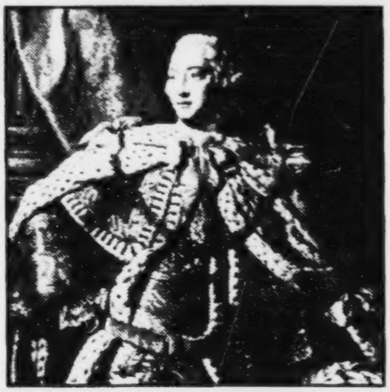
Which asks you to select the correct answer among several alternatives.
Which of these were NOT among the original 13 states – Virginia, New York, and Montana?

Why asks you the reason for something.
Why did the Pilgrims come to America? For religious freedom.

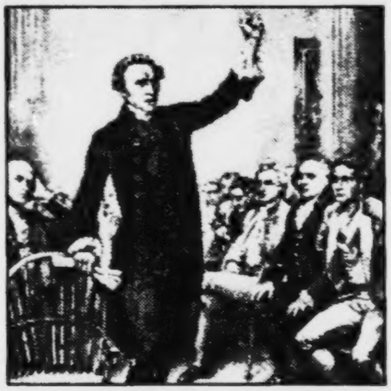
Unit 2
Revolution and Independence



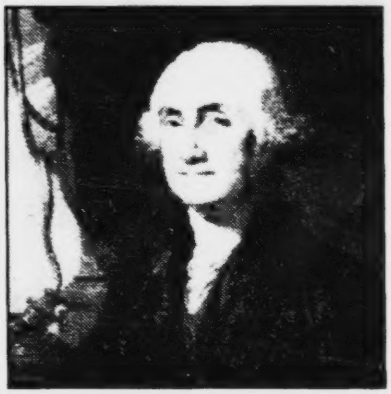
George Washington was Commander-in-Chief of the Colonial Army during the American Revolution.



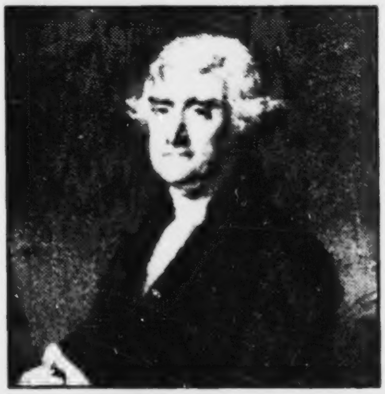
King George ruled England and the 13 colonies.



Angry about the laws of King George, Patrick Henry said, "Give me liberty or give me death."



George Washington became the first President of the United States.



Thomas Jefferson wrote the Declaration of Independence.

The Revolutionary War

King George III of England governed the 13 colonies in America. He required the colonies to trade only with England. The colonies had to sell their goods to England for low prices. They could buy manufactured goods only from England. The colonies also had to pay many taxes.

Many colonists thought that the English laws were unfair. They protested against the laws. England passed a tax on tea in 1773. A group of colonists in Boston got very angry. They secretly dumped 90,000 pounds of English tea into the ocean. This was called the Boston Tea Party.

Leading protesters from the colonies met. They wanted to solve their problems with England. They wrote a letter to the King. They asked him to stop the taxes and let them trade freely.

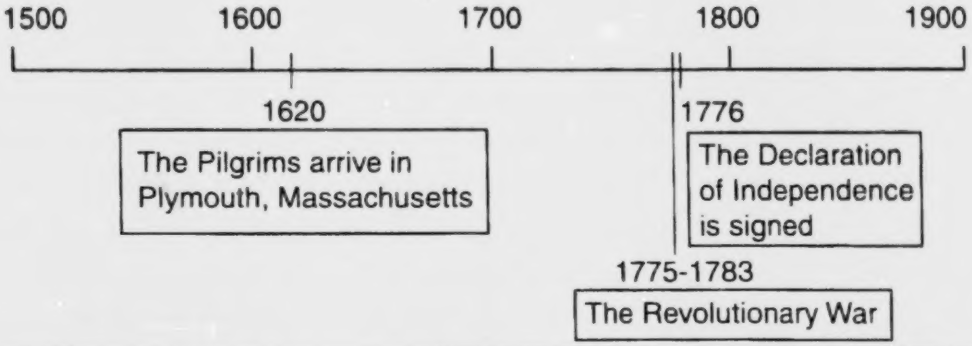
The Revolutionary War began in 1775. The King of England did not listen to the protesters or change the rules for trade and taxation. Many of the colonists decided it was time to fight for independence.

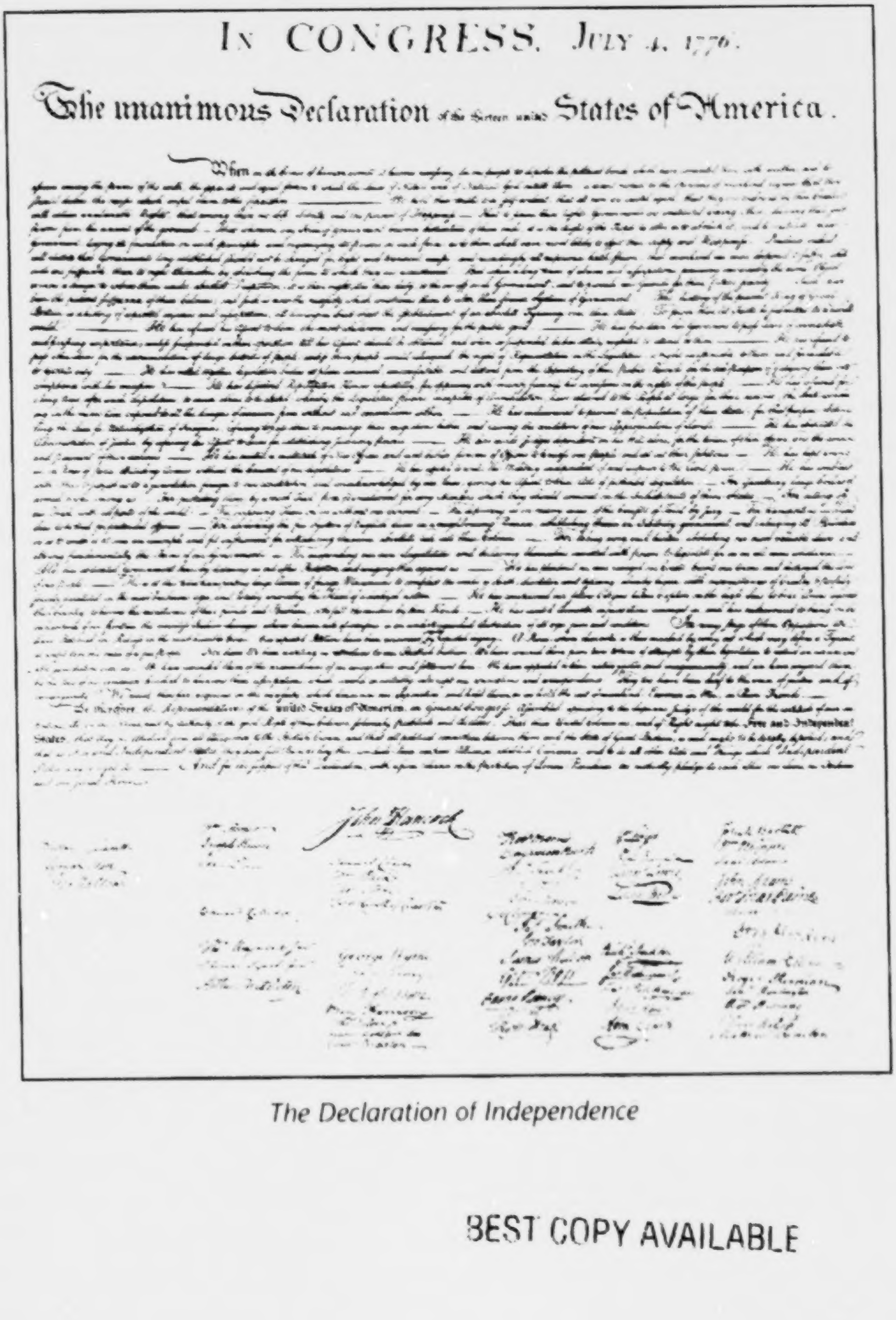
On July 4, 1776, representatives from all thirteen colonies signed the Declaration of Independence. Thomas Jefferson wrote the document. It explained the problems between the colonies and England.

The basic belief of the Declaration of Independence is that "all men are created equal" and have certain important rights. These include "life, liberty and the pursuit of happiness." Every July 4th, people in the United States celebrate Independence Day.

George Washington was the Commander-in-Chief (leader) of the colonial Army. He was the first Commander-in-Chief of the U.S. military.

George Washington declared victory over England in 1783. The colonists won the war and the United States became an independent country. George Washington became the first president of the United States. He is called the "father of our country."


1500
1600
1700
1800
1900
1620
The Pilgrims arrive in Plymouth, Massachusetts
1776
The Declaration of Independence is signed
1775-1783
The Revolutionary War



IN CONGRESS. JULY 4, 1776.

The unanimous Declaration of the thirteen united States of America.

The Declaration of Independence

INS 100 INS Questions for Naturalization

Write the answer in the blank space.

1. What is the basic belief of the Declaration of Independence?

2. Who was the main writer of the Declaration of Independence?

3. When was the Declaration of Independence adopted?

4. What do we celebrate on the 4th of July?

5. What is the date of Independence Day?

6. What country did we fight during the Revolutionary War?

7. Who was the first president of the United States?

9. Which president is called "the father of our country?"

10. Who was the first Commander-in-Chief of the U.S. military?

Multiple Choice Questions

Circle the correct answer.

1. **What do we celebrate on the 4th of July?**
    - a. Thanksgiving
    - b. President's Day
    - c. Independence Day
    - d. Martin Luther King, Jr.'s birthday
2. **What is the date of Independence Day?**
    - a. Third Monday in January
    - b. Third Thursday in November
    - c. 1863
    - d. July 4, 1776
3. **Independence from whom?**
    - a. France
    - b. England
    - c. Russia
    - d. Spain
4. **What country did we fight during the Revolutionary War?**
    - a. France
    - b. England
    - c. Russia
    - d. Spain
5. **Who was the first president of the United States?**
    - a. George Washington
    - b. Abraham Lincoln
    - c. Thomas Jefferson
    - d. Ronald Reagan
6. **Who was the main writer of the Declaration of Independence?**
    - a. George Washington
    - b. Thomas Jefferson
    - c. Christopher Columbus
    - d. Abraham Lincoln
7. **When was the Declaration of Independence adopted?**
    - a. July 4, 1492
    - b. July 4, 1776
    - c. July 4, 1787
    - d. November 25, 1812
8. **What is the basic belief of the Declaration of Independence?**
    - a. Thanks to God.
    - b. Boycott English goods.
    - c. Give me liberty or give me death.
    - d. All men are created equal.
9. **Which president is called "the father of our country?"**
    - a. George Washington
    - b. Thomas Jefferson
    - c. Patrick Henry
    - d. Abraham Lincoln
10. **Who was the first Commander-in-Chief of the U.S. military?**
    - a. George Washington
    - b. Thomas Jefferson
    - c. Patrick Henry
    - d. John Adams
11. **Who said, "Give me liberty or give me death?"**
    - a. George Washington
    - b. Thomas Jefferson
    - c. Patrick Henry
    - d. Andrew Jackson

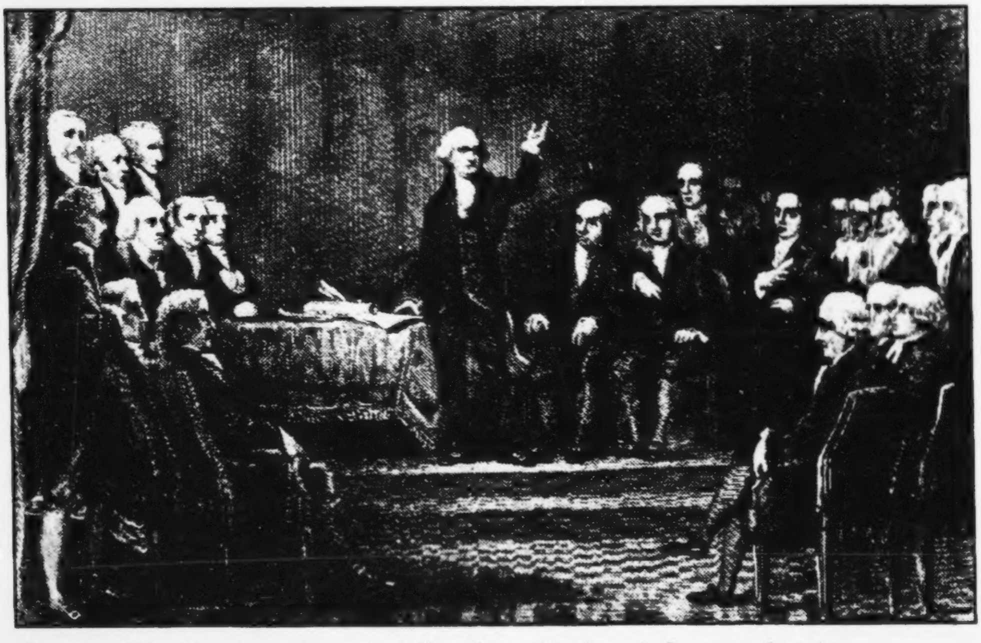
Answers:

1.c 2.d 3.b 4.b 5.a 6.b 7.b 8.d 9.a 10.a 11.c

Unit 3

The Constitution

We the People
Article I



George Washington attended the Constitutional Convention in Philadelphia, Pennsylvania in 1787.

The Constitution

After the Revolutionary War, leaders from the new states wrote the Constitution. The Constitution is the plan of government for the United States.

The Constitution says the government has three branches: the executive, legislative, and judicial. The executive branch includes the president, the legislative branch is the senators and representatives, and the judicial branch is the judges and courts. Each branch has certain powers. The founding fathers did not want one person or branch to have too much power.

The Constitution gives a voice in the government to both big and small states. The legislative branch of Congress has two parts. In the Senate each state has two senators. In the House of Representatives each state has representation based on its population. States with more people have more representatives than smaller states. This is one reason it is important to be counted for the census every ten years.

The Constitution gives some powers to the federal government and some to state government. The federal government decides on issues like immigration, printing money, federal taxes, national defense, and foreign policy. The state governments have independence to decide on issues like state taxes and education.

The beginning of the Constitution is called the Preamble. It reads: "We the people of the United States, in order to form a more perfect Union, establish justice, insure domestic tranquility, provide for the common defense, promote the general welfare, and secure the blessings of liberty to ourselves and our posterity, do ordain and establish this Constitution for the United States of America."

The Constitution was finished in 1787. Then the 13 state governments voted to accept its authority.

The founding fathers wrote a Bill of Rights in 1791. The Bill of Rights is the first ten amendments or changes to the Constitution.

The Constitution and Bill of Rights together protect the rights of all people living in the United States. The Constitution is called, "the highest law of the land."

federal government = The central authority over the states.
preamble = An introduction.
establish justice = To make and enforce fair laws.
insure domestic tranquility = To guarantee peace in the country.
provide for the common defense = To have soldiers to protect the country.
promote the general welfare = To work for the good of all people.
secure the blessings of liberty to ourselves and our posterity = To have freedom for people now and in the future.

The Bill of Rights

(First Ten Amendments to the Constitution)

1st Amendment	Gives the rights of freedom of speech, press, religion, peaceful assembly and change in government.
2nd Amendment	Gives the right of people to own guns for a citizens' militia.
3rd Amendment	Says the government cannot force people to let soldiers stay in their homes when there is no war.
4th Amendment	Says the government cannot search or take a person's property without a warrant.
5th Amendment	Says a person cannot be tried twice for the same single crime. A person cannot be forced to testify against herself or himself.
6th Amendment	Gives a person charged with a crime the right to a trial by jury and to have a lawyer.
7th Amendment	Gives people the right to a trial by jury in most cases.
8th Amendment	Says people cannot be charged high monetary fines or be given cruel and unusual punishment.
9th Amendment	Gives people additional rights not listed in the Constitution.
10th Amendment	Says any power that is not given to the federal government belongs to the states or the people.

The First Amendment Up Close

- Freedom of speech means you can say what you think and believe.
- Freedom of the press means you can say what you think and believe through print, television, radio or the internet.
- Freedom of religion means you can practice the religion of your choice.
- Freedom of peaceful assembly means you can gather in groups with other people for social causes or to peacefully ask for changes in the government.

Other Amendments to the Constitution

11th Amendment (1795)	Protects a state's government from being sued in federal court unless a national issue is involved.
12th Amendment (1804)	Says the election of the president and vice-president in the Electoral College is to be on separate ballots rather than together on one ballot.
13th Amendment (1865)	Ended slavery in the United States.
14th Amendment (1868)	Gives citizenship to any person born or naturalized in the United States.
15th Amendment (1870)	Gives all citizens the right to vote regardless of race, color or previous condition of slavery.
16th Amendment (1913)	Says Congress has the power to set taxes on the money people earn.
17th Amendment (1913)	Provides direct election of United States senators.
18th Amendment (1919)	Says it is illegal to make or sell liquor in the United States.
19th Amendment (1920)	Gives women the right to vote.
20th Amendment (1933)	Says the president and vice-president take office on January 20th.
21st Amendment (1933)	Ends the 18th amendment.
22nd Amendment (1951)	Says no president shall be elected for more than two terms.
23rd Amendment (1961)	Gives people living in Washington, D.C. the right to vote for the president and vice-president.
24th Amendment (1964)	Says people may vote in federal elections without paying a poll tax.
25th Amendment (1967)	Describes methods for filling vacancies in the offices of president and vice-president.
26th Amendment (1971)	Gives 18-year-old citizens the right to vote.
27th Amendment (1992)	Gives rules for the pay of senators and representatives.

Amendments

Amendments are changes to the Constitution. Amendments can be added in two ways. One way is for two-thirds of the House of Representatives and the Senate to vote for the change. The other way is for Congress to call a special convention. A total of 27 amendments have been added to the Constitution since 1787.

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. What is the Constitution?

____

2. Can the Constitution be changed?

____

3. What do we call a change to the Constitution?

____

4. How many changes or amendments are there to the Constitution?

____

5. What is the supreme law of the United States?

____

6. What is the Bill of Rights?

____

7. How many branches are there in our government?

____

8. What are the three branches of our government?

____

9. Where does freedom of speech come from?

____

10. Name three rights or freedoms guaranteed by the Bill of Rights.

____

11. Name one amendment which guarantees or addresses voting rights.

12. In what year was the Constitution written?

13. What are the first 10 amendments to the Constitution called?

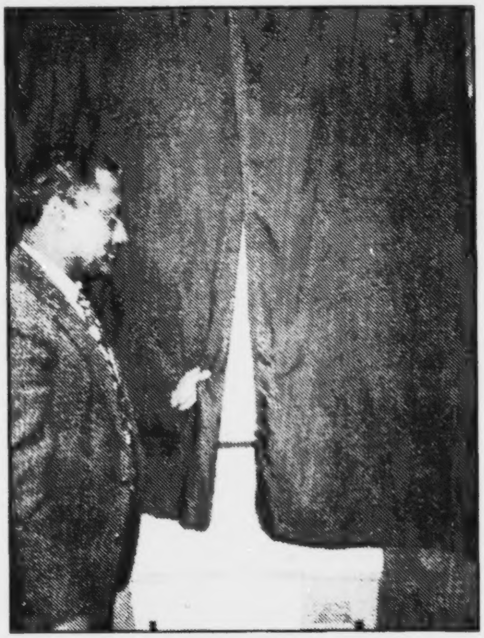
14. Whose rights are guaranteed by the Constitution and Bill of Rights?

15. What is the introduction to the Constitution called?

16. What is the most important right granted to U.S. citizens?

17. What is the minimum voting age in the United States?

Voting is a great privilege you get when you become an American citizen, so you have to use it! When you become a voting member of our society, you make a difference in the community and play a role in the decision-making process.



Voting Booth

Multiple Choice Questions

Circle the correct answer.

1. **What is the Constitution?**
   a. The Declaration of Independence
   b. The supreme law of the land
   c. The Mayflower
   d. The preamble

2. **Can the Constitution be changed?**
   a. Yes
   b. No
   c. Maybe
   d. None of the above

3. **What do we call a change to the Constitution?**
   a. An amendment
   b. The Preamble
   c. The three branches of government
   d. The first ten amendments to the Constitution

4. **How many changes or amendments are there to the Constitution?**
   a Five (5)
   b. Ten (10)
   c. Twenty-Six (26)
   d. Twenty-Seven (27)

5. **What is the supreme law of the United States?**
   a. The Declaration of Independence
   b. An amendment
   c. The Bill of Rights
   d. The Constitution

6. **What is the Bill of Rights?**
   a. The first ten amendments to the Constitution
   b. The last ten amendments to the Constitution
   c. The Preamble
   d. The basic belief of the Declaration of Independence

7. **How many branches are there in our government?**
   a. One (1)
   b. Two (2)
   c. Three (3)
   d. Four (4)

8. **What are the three branches of our government?**
   a. Life, liberty and the pursuit of happiness
   b. The preamble, the body of the Constitution and the 27 amendments
   c. George Washington, Thomas Jefferson, and Patrick Henry
   d. The legislative, the executive and the judicial

9. **Where does freedom of speech come from?**
   a. The Declaration of Independence
   b. The Bill of Rights
   c. Congress
   d. Department of Justice

10. Name rights or freedoms guaranteed by the Bill of Rights.
- a. The right of freedom of speech, press, religion, peaceable assembly and requesting change of government
- b. The right to own guns for a citizen's militia (though subject to certain regulations)
- c. The right to trial by jury in most cases
- d. All of the above

11. Name an amendment which guarantees or addresses voting rights.
- a. 19th Amendment. Guarantees women the right to vote
- b. 24th Amendment. Letting people vote in federal elections without paying a poll tax
- c. 26th Amendment. Gives 18-year-old citizens the right to vote
- d. All of the above

12. In what year was the Constitution written?
- a. 1492
- b. 1776
- c. 1787
- d. 1812

13. What are the first 10 amendments to the Constitution called?
- a. The Bill of Rights
- b. The Preamble
- c. The Declaration of Independence
- d. The Supreme Court

14. Whose rights are guaranteed by the Constitution and Bill of Rights?
- a Only United States citizens
- b. Only lawful permanent residents
- c. United States citizens and lawful permanent residents living in the United States
- d. Citizens and non-citizens living in the United States

15. What is the introduction to the Constitution called?
- a. The Bill of Rights
- b. The Preamble
- c. The Declaration of Independence
- d. The Supreme Court

16. What is the most important right granted to U.S. citizens?
- a. The right to travel with a U.S. passport
- b. The right to petition for close relatives to live in the United States
- c. The right to serve on a jury
- d. The right to vote

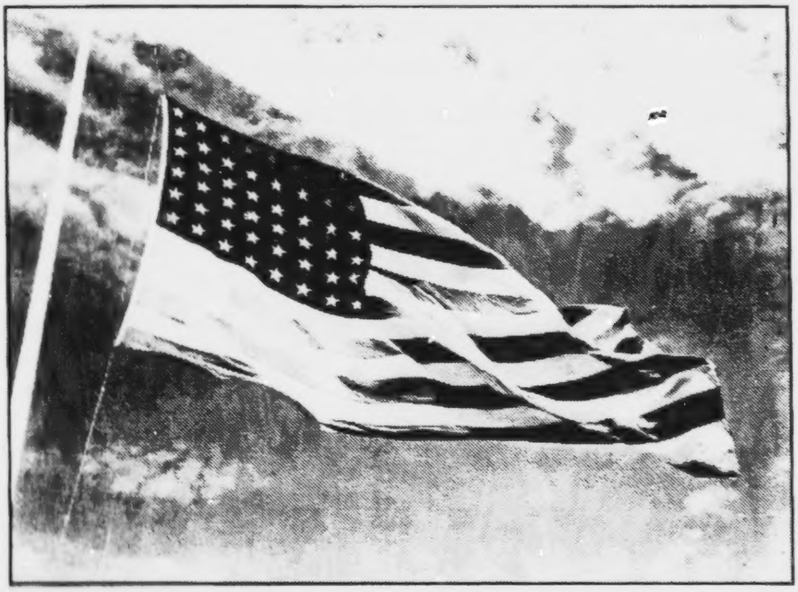
17. What is the minimum voting age in the United States?
- a 16
- b. 18
- c. 21
- d. 35

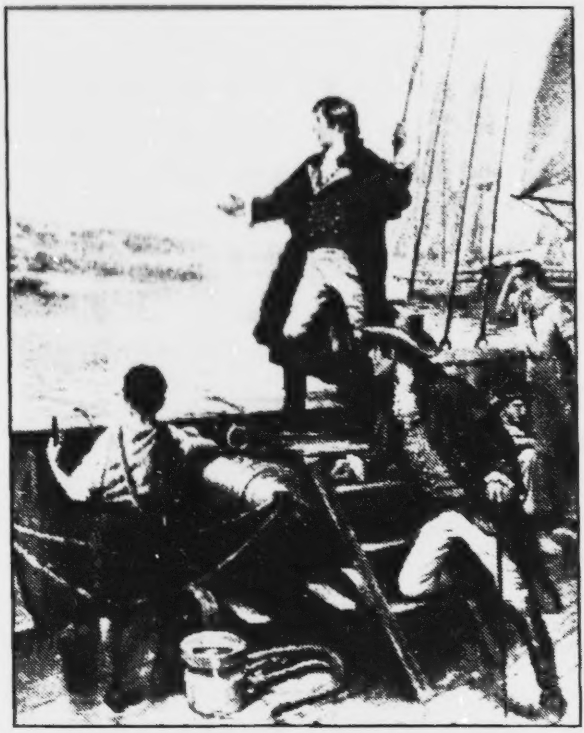
Answers:

1.b 2.a 3.a 4.d 5.d 6.a 7.c 8.b 9.b 10.d 11.d 12.c 13.a 14.d
15.b 16.d 17.b

Unit 4

The Star Spangled Banner, the Statue of Liberty, and the Flag





The Star Spangled Banner

In 1812, England and the United States were at war again. The English burned the White House and the Capitol Building. One night, England attacked Fort McHenry, a military fortress in Baltimore, Maryland. Francis Scott Key was a lawyer from Baltimore. He saw the fort being attacked. He did not know who was winning the battle. The next morning, he saw the United States flag still flying over the fort. Francis Scott Key was inspired to write the words of the Star Spangled Banner. Later, he put the words to the music of a popular song. The "Star Spangled Banner" became the national anthem of the United States:

Oh, say can you see, by the dawn's early light,
What so proudly we hailed at the twilight's last gleaming;
Whose broad stripes and bright stars, through the perilous fight
O'er the ramparts we watched, were so gallantly streaming;
And the rocket's red glare, the bombs bursting in air,
Gave proof through the night that our flag was still there.
Oh, say, does the star-spangled banner yet wave
O'er the land of the free and the home of the brave?

People may sing the national anthem at the citizenship oath ceremony.

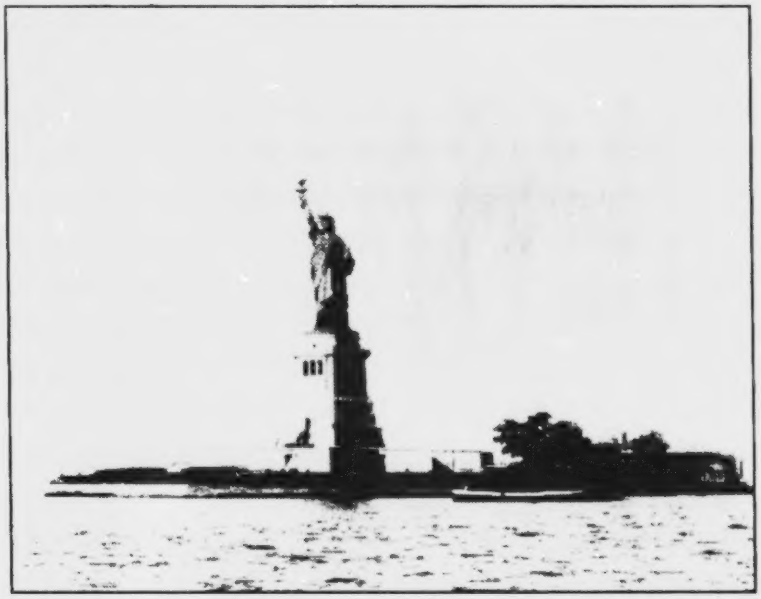
fortress = A building with a wall or fence around it for security.
national anthem = The national song of a country.
dawn = Early morning when the sun rises.
twilight = When the sun goes down and the night begins.
broad = Wide.
perilous = Dangerous.
ramparts = Walls that defend or protect people.
gallantly streaming = Fearless and waving in the wind.
bursting = Exploding.

The Statue of Liberty

The Statue of Liberty is in the harbor next to New York City. The statue is a symbol of freedom. France gave the Statue of Liberty to the United States as a gift in 1876 to celebrate 100 years of American independence. The Statue of Liberty was the first thing many immigrants and refugees from Europe saw when they arrived in the United States.

The statue is of a woman with long robes and a crown. In her right hand she carries a torch. In her left hand she has a book that reads, July 4, 1776. On her feet there is a broken chain that symbolizes breaking out of oppression. Below the statue's feet there is a poem written by an immigrant named Emma Lazarus:

"Give me your tired, your poor,
Your huddled masses yearning to breath free,
The wretched refuse of your teeming shore.
Send these, the homeless, tempest-tost to me,
I lift my lamp beside the golden door!"



harbor = A body of water suitable for ships.
huddled masses = Crowded groups of people; many immigrants arrived on crowded boats.
yearning to breathe free = Wanting very much to be free from oppression.
wretched refuse = Unfortunate poor people undesired by others.
teeming shore = Crowded land next to the water.
tempest-tost = People tossed in the wind or storm; in poetry it can also mean people who have had a difficult life, much like living in a storm.

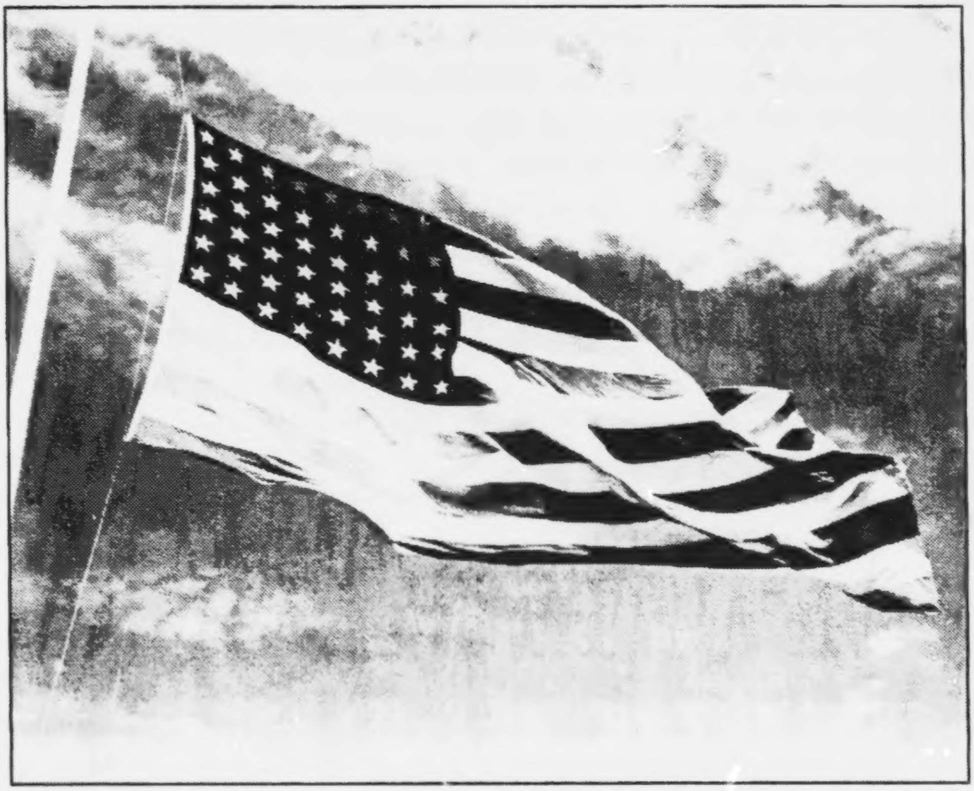
The United States Flag

The United States flag has 13 red and white stripes to represent the original 13 colonies. The 50 white stars on a blue square represent the current 50 states.

The flag is red, white and blue. Red represents courage, white purity, and blue justice.

The Pledge of Allegiance

I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.



INS 100 Questions for Naturalization

Write the answer in the blank space.

1. What are the colors of the United States flag?

____

2. How many stars are there in the flag?

____

3. What color are the stars on the flag?

____

4. What do the stars on the flag mean?

____

5. How many stripes are there in the flag?

____

6. What do the stripes on the flag mean?

____

7. Who wrote the Star-Spangled Banner?

____

8. What is the national anthem of the United States?

____

Multiple Choice Questions

Circle the correct answer.

1. **What are the colors of our flag?**
   a. Red, white and green
   b. Red, blue and green
   c. Red, white and blue
   d. Green, white and blue

2. **How many stars are there in our flag?**
   a. 13
   b. 50
   c. 51
   d. 100

3. **What color are the stars on our flag?**
   a. White
   b. Red
   c. Green
   d. Blue

4. **What do the stars on the flag mean?**
   a. One for each colony
   b. One for each state of the Union
   c. One for each senator
   d. One for each president

5. **How many stripes are there in the flag?**
   a. 13
   b. 50
   c. 51
   d. 100

6. **What do the stripes on the flag represent?**
   a. They represent the Revolutionary War
   b. They represent the original 13 colonies
   c. They represent the states in the Union
   d. They represent George Washington

7. **Who wrote the Star-Spangled Banner?**
   a. George Washington
   b. Thomas Jefferson
   c. Martin Luther King
   d. Francis Scott Key

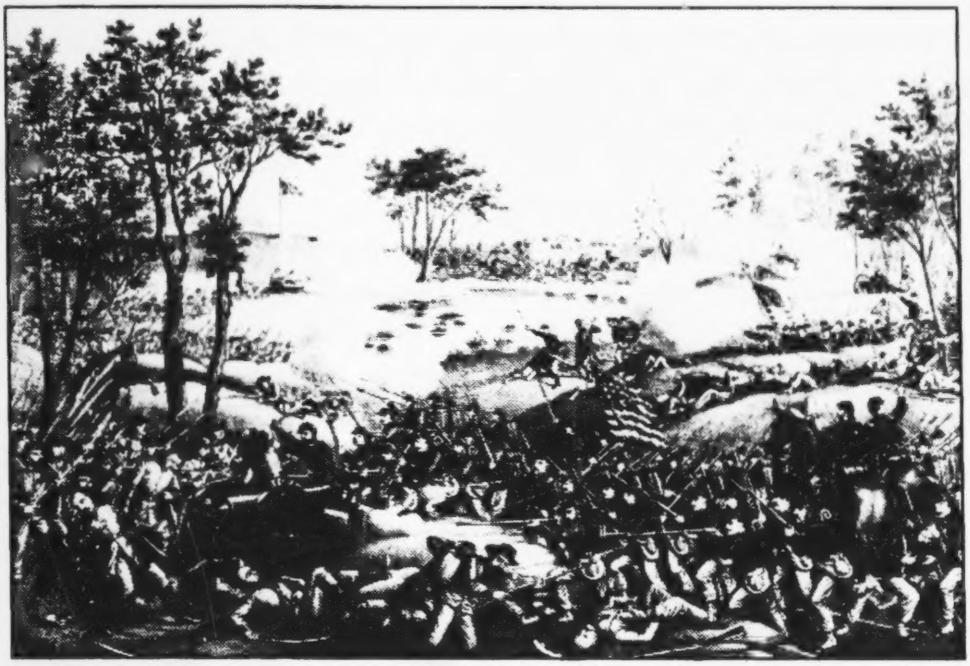
8. **What is the national anthem of the United States?**
   a. The Constitution
   b. I Have a Dream
   c. The Star Spangled Banner
   d. The Mayflower

Answers:

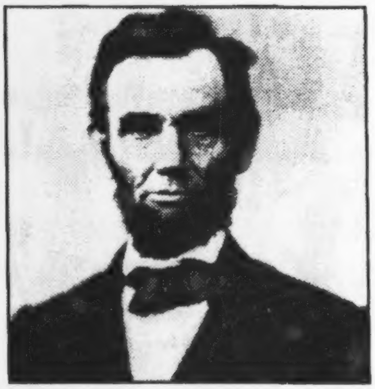
1.c 2.b 3.a 4.b 5.a 6.b 7.d 8.c

Unit 5

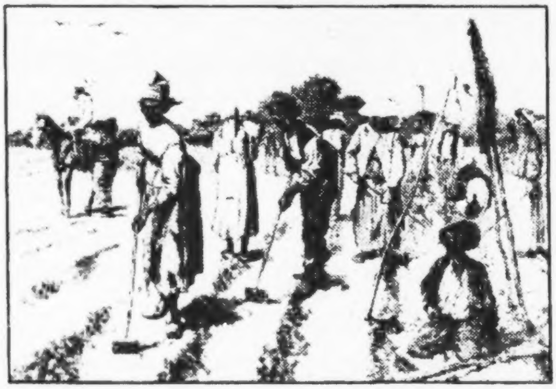
The Civil War and Slavery



The American Civil War lasted from 1861 to 1865.

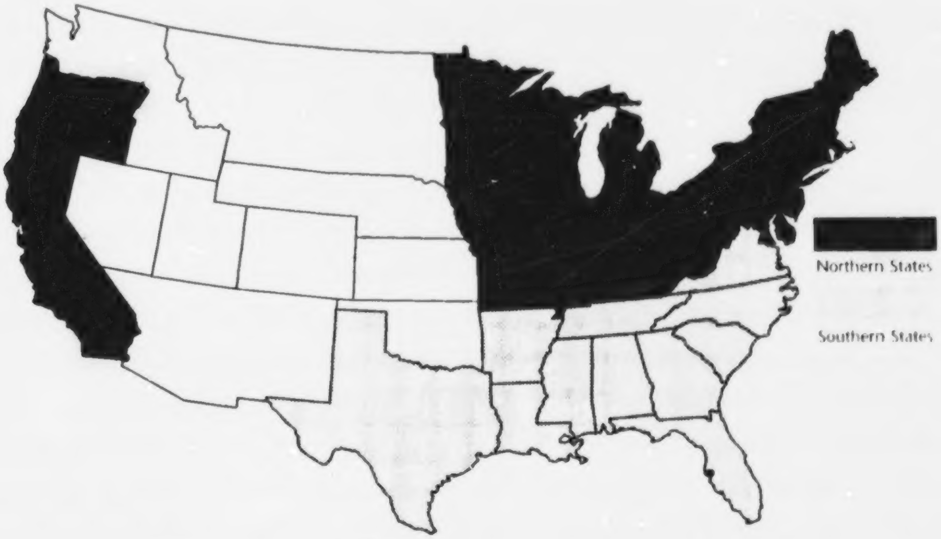


Abraham Lincoln was president during the Civil War.



African American slaves worked on farms and plantations long hours for no pay.

During the Civil War (1861-1865), the northern states formed the Union and the southern states the Confederacy.


Northern States
Southern States

Union soldier (North)

Confederate soldier (South)

The Civil War and Slavery

By 1860, the southern and the northern states were different in many ways. The South's economy was from farming while the North's was more industrial. The South grew a lot of cotton and tobacco. Southern farmers needed many people to work. Both large plantations and small farms used slaves as workers.

Slaves were people captured in Africa and sold to slave traders. They were forced to come to America in crowded ships. They were sold to new owners and they and their children were kept as property. Slaves were forced to work long hours for no pay and often with harsh physical punishment.

Africans first came to the United States in the 1600s. Some were free and others were slaves. Later, the northern states made slavery illegal. By 1860, the United States had four million slaves in the South.

The northern and southern states had many disagreements. Many in the South believed they needed slaves. Some people in the North wanted to end slavery. Because the North had more people, it had more representatives in Congress. Congress passed laws that helped the northern states grow, but hurt the southern economy. The expansion of new states in the Union made the debate on slavery more important.

The Civil War began soon after Abraham Lincoln was elected president. Many southern states were angry because Lincoln was personally against slavery and also from the North. The Civil War began in 1861 after eleven southern states separated from the Union (the United States) and formed the Confederacy, a new government of slave owning states.

The Civil War lasted from 1861 to 1865. The northern Union army wanted to reunite the country. The southern Confederate army wanted to remain separate. Lincoln was the Commander-in-Chief of the Union army.

In 1863, Lincoln signed the Emancipation Proclamation. This document started the process of freeing the slaves. The 13th amendment to the Constitution was passed in 1865. It prohibited slavery.

The North won the war in 1865 and the United States became unified again. Shortly after, Lincoln was murdered.

President's Day is a national holiday celebrating the birthdays of Abraham Lincoln (February 12) and George Washington (February 22). On the third Monday in February, people in the United States remember these leaders.

plantation = A large farm.
slave = A person who is bought and owned by another person, who works for no pay, and has no rights.
reunite = To join after being separated.
prohibited = Not allowed.

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. Who was president during the Civil War?

____

2. What did the Emancipation Proclamation do?

____

3. Which president freed the slaves?

____

Multiple Choice Questions

Circle the correct answer.

1. **Who was president during the Civil War?**
    a. Abraham Lincoln
    b. Thomas Jefferson
    c. George Washington
    d. John Kennedy

2. **What did the Emancipation Proclamation do?**
    a. Gave independence to the United States
    b. Started the Civil War
    c. Ended the Civil War
    d. Freed many of the slaves

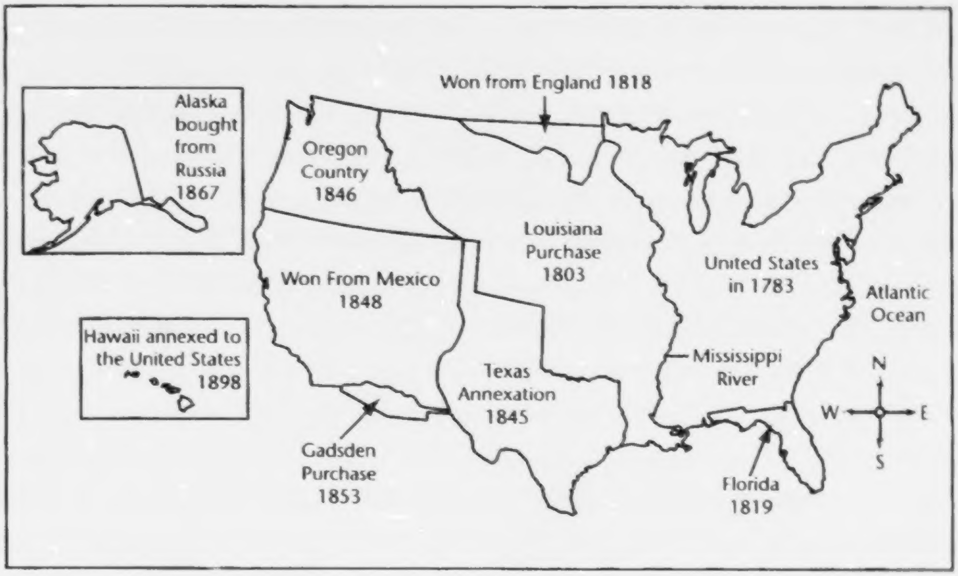
3. **Which president freed the slaves?**
    a. Abraham Lincoln
    b. Thomas Jefferson
    c. George Washington
    d. John Kennedy

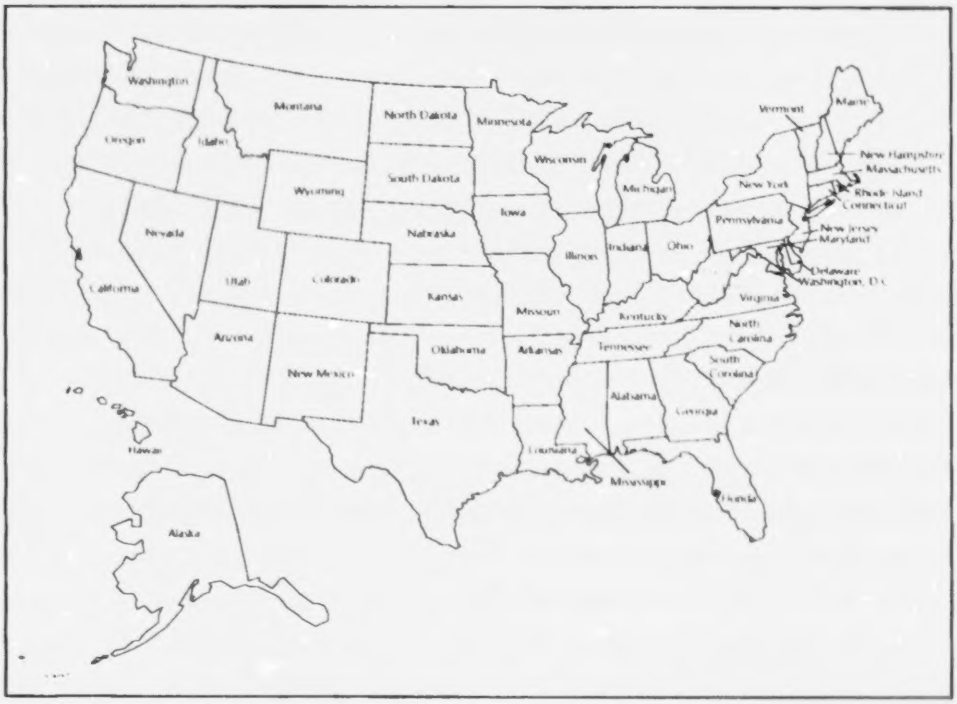
Answers:

1.a 2.d 3.a

Unit 6

The United States Grows


Won from England 1818
Alaska bought from Russia 1867
Oregon Country 1846
Louisiana Purchase 1803
United States in 1783
Atlantic Ocean
Won From Mexico 1848
Hawaii annexed to the United States 1898
Texas Annexation 1845
Mississippi River
N
W
E
S
Gadsden Purchase 1853
Florida 1819


Washington
Montana
North Dakota
Minnesota
Vermont
Maine
Oregon
Idaho
Wisconsin
New Hampshire
Massachusetts
South Dakota
Wyoming
Michigan
New York
Rhode Island
Connecticut
Iowa
Pennsylvania
Nevada
Nebraska
New Jersey
Maryland
Illinois
Indiana
Ohio
Delaware
Washington, D.C.
Utah
Colorado
Kansas
California
Virginia
Missouri
Kentucky
North Carolina
Arizona
Oklahoma
Arkansas
Tennessee
South Carolina
New Mexico
Alabama
Georgia
Texas
Hawaii
Louisiana
Mississippi
Florida
Alaska

The United States Grows

The United States grew from 13 to 50 states. When George Washington became president, the Mississippi River was the western border of the United States. By the mid-1850s, the country covered all the land from the Atlantic to the Pacific Ocean. The last two states to be added to the Union were Alaska, purchased in 1867, and Hawaii, annexed in 1898.

All of the land that is now the United States was owned by the native people when the first explorers arrived. American settlers claimed and farmed much of the Native Americans' land for themselves.

The United States government bought much of North America from European countries. In 1803 the government bought from France the land west of the Mississippi River called the Louisiana Purchase. Then, in 1819 the United States bought Florida from Spain. Finally, Russia sold Alaska to the United States in 1867.

The United States gained the Northwestern Territories (Oregon Country) in 1846 from England. England kept what is now the province of British Columbia in western Canada.

The southwestern states were colonies of Spain, and then part of an independent Mexico before they became part of the United States. In 1845, the United States took over Texas. This angered many Mexicans. The United States and Mexico fought in a war. It ended with the United States taking control over most of the southwest. In 1853 the United States government bought a piece of land from Mexico called the Gadsden Purchase.

Alaska and Hawaii were the last states to join the Union. They joined in 1959. Alaska was the 49th state and Hawaii was the 50th state.

The United States also has non-state territories. People born in Puerto Rico, Guam, the Northern Mariana Islands, and the United States Virgin Islands are also United States citizens.

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. How many states are there in the Union?

2. What is the 49th state added to the Union (the United States)?

3. What is the 50th state added to the Union (the United States)?

4. How many states are there in the United States?

Multiple Choice Questions

Circle the correct answer.

1. How many states are there in the Union?
a. 13
b. 26
c. 50
d. 51

2. What is the 49th state added to our Union (the United States)?
a. Texas
b. Alaska
c. Hawaii
d. California

3. What is the 50th state added to the Union (the United States)?
a. Texas
b. Alaska
c. Hawaii
d. California

Answers:

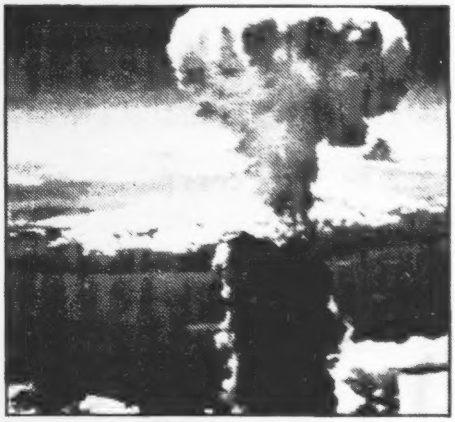
1.c 2.b 3.c

Unit 7

The 20th Century

At the turn of the century the United States received hundreds of thousands of immigrants.

The United States entered World War II after the Japanese bombed Pearl Harbor.



World War II ended when the United States dropped two nuclear bombs on Japan.

The Vietnam War was controversial politically and morally among many people in the United States.

The 20th Century

The century began and ended with large waves of immigration to the United States. From 1900 to 1910 the United States had its highest decade of immigration, nearly all from Europe. In the 1920s, the government passed a law that limited immigration for many years. However, in 1965 a new law opened up immigration to people from all over the world based on family sponsorship. As a result, the United States experienced its second highest decade of immigration during the 1980s. This time the majority of the immigrants were from Asia and Latin America. Except for the Native Americans, all people in the United States have an immigrant heritage.

World War I began in 1914, but the United States didn't enter the war until 1917. It was the first war using modern weapons such as submarines, tanks and airplanes. The United States helped England, France and Russia defeat a group of countries led by Germany and Austria-Hungary. The war ended in 1918.

In 1929, the United States and the rest of the world entered into an economic depression. The stock market dropped. Many businesses closed and people lost their jobs or had their salaries cut. Many banks permanently closed and people lost their money. The Depression gradually ended by 1939.

President Franklin Roosevelt helped end the Depression with the New Deal. Roosevelt was first elected president in 1932 and served until 1945. In the New Deal, the government gave jobs to the unemployed, provided loans to prevent farmers and homeowners from losing their property, and passed laws to protect against another depression. In addition, many bank accounts were guaranteed from bankruptcy by the government.

World War II began in 1939. The United States entered World War II in 1941 on the day after Japan bombed Pearl Harbor in Hawaii. More than 2,000 people died in the attack. The United States joined the Allied powers–England, Russia and other countries–against the Axis powers led by Germany, Italy and Japan.

The United States and the Allied countries won World War II in 1945. During the war, they defeated Germany months after the famous D-Day invasion in Normandy, France in 1944. Japan didn't surrender until after the United States dropped two atomic bombs on the cities of Hiroshima and Nagasaki in 1945.

The United Nations was born after the terrible experience of World War II. During World War II, more than 22 million people died. Many countries thought it was important to come together to try and resolve world problems peacefully. They formed a new international organization called the United Nations (UN). The UN also helps many countries with economic assistance and provides education and health programs.

After World War II, the Soviet Union and the United States – the two major world powers – became involved in the Cold War. The United States and western European democratic countries led one side. In these countries, the people chose the leaders of their government and could also own private property. The Soviet Union led the communist eastern European countries. Under that system, the Communist Party ran the government and private property was not allowed. Both sides influenced other countries around the world during the Cold War.

The Cold War was a war for the political support and economic markets of developing countries. It did not involve actual fighting between the superpowers of the United States and the Soviet Union, although each side had many weapons in its military.

In the early 1990s the Cold War ended as the Soviet Union and other communist countries moved toward democracy. Today, there are fewer communist countries left in the world.

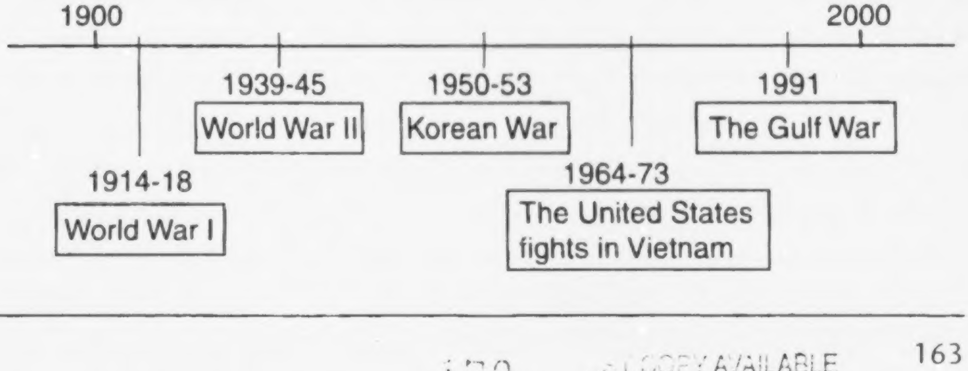
In the Korean War, the United States tried to defend the non-communist government in South Korea from the communist government in North Korea. The war lasted from 1950 to 1953. At the end of the war, Korea remained divided with an unstable peace.

The United States also tried to protect anti-communist South Vietnam from communist North Vietnam. The United States was involved in the war from 1964 to 1973. The United States government sent troops to help the South Vietnamese.

The Vietnam War was controversial in the United States. Americans strongly debated whether or not the United States should be involved in Vietnam. The people against the war marched and demonstrated all over the country, attracting a lot of attention from the media.

The United States withdrew from South Vietnam in 1973. In 1975 the North Vietnam military invaded the South and united the country under communist leadership.

After Iraq invaded Kuwait in August 1990, the United States led a group of countries to help free Kuwait. Iraq left Kuwait and the United States and its allies won the war quickly in February 1991.



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INS 100 Questions for Naturalization

Write the answer in the blank space.

1. Which countries were the enemies of the United States during World War II?

____

2. Name one purpose of the United Nations.

____

Multiple Choice Questions

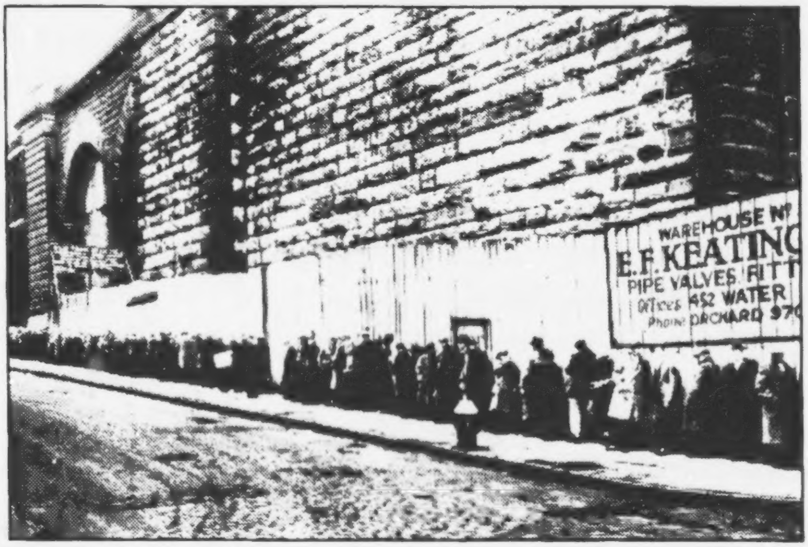
Circle the correct answer.

1. **Which countries were our enemies during World War II?**
   a. Germany, France, and Sweden
   b. England, Russia and France
   c. Italy, England and China
   d. Germany, Italy, and Japan

2. **Name one purpose of the United Nations.**
   a. For countries to discuss and try to resolve world problems
   b. To provide economic aid to countries in need
   c. To provide education and health programs
   d. All of the above

Answers:

1.d 2.d


WAREHOUSE Nº
E.F. KEATING
PIPE VALVES FITT
Offices 452 WATER
Phone ORCHARD 97

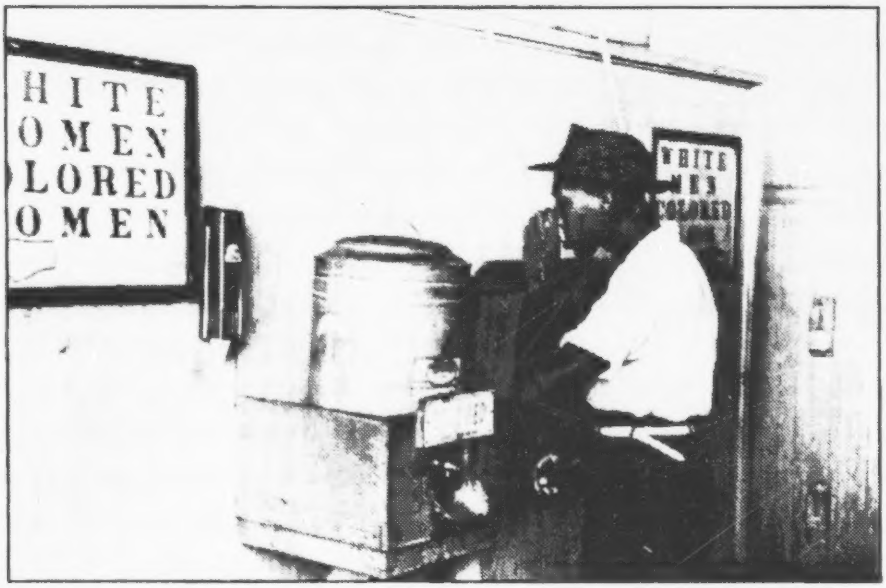
Bread line during the Depression

Unit 8

The Civil Rights Movement

NO U.S. DOUGH TO HELP JIM CROW GROW
WE MARCH FOR JOBS FOR ALL NOW!
WE MARCH FOR EFFECTIVE CIVIL RIGHTS LAWS

The March on Washington was a large protest in the nation's capital.


HITE
OMEN
LORED
OMEN
WHITE
MEN
COLORED

In some parts of the country, African Americans were separated from white people. This man is drinking from a separate, "colored" water cooler.

The Civil Rights Movement

The civil rights movement tried to end discrimination against African Americans and other minorities during the 1950s and 1960s. Although they were freed from slavery, African Americans continued to suffer from discrimination. In some parts of the country they were segregated or separated from white people in schools, restaurants, restrooms, and other public places. In addition, some state laws made it very difficult for them to register to vote.

Dr. Martin Luther King, Jr. was the most famous leader of the civil rights movement among many courageous leaders. Through his peaceful protests against discriminatory laws, he inspired people throughout the United States and the world. For his work, he won the Nobel Peace Prize.

As a result of the civil rights movement, many new laws were passed against discrimination. These laws helped women, African Americans and other people of color (Latino, Asian, Native American and Arab heritage) claim their established, constitutional rights.

Martin Luther King, Jr.'s birthday is now a national holiday on the third Monday in January. People remember his important leadership on this day and his death by assassination in 1968.

In 1963, Martin Luther King, Jr. gave a famous speech at the March on Washington, a large protest in the nation's capital. The speech was called "I Have a Dream." Here is part of that speech.

> *"I still have a dream. It is a dream deeply rooted in the American meaning... We hold these truths to be self-evident, that all men are created equal. I have a dream that one day ... sons of former slaves and the sons of former slave owners will be able to sit down together at the table of brotherhood...I have a dream that my four little children will one day live in a nation where they will not be judged by the color of their skin, but the content of their character...*
>
> *This is our hope...With this faith we will be able to work together, to pray together, to struggle together, knowing that we will be free one day... And if America is to be a great nation, this must become true..."*

discrimination = An act or behavior against someone due to color of skin, accent, or some other difference.

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. Who was Martin Luther King, Jr.?

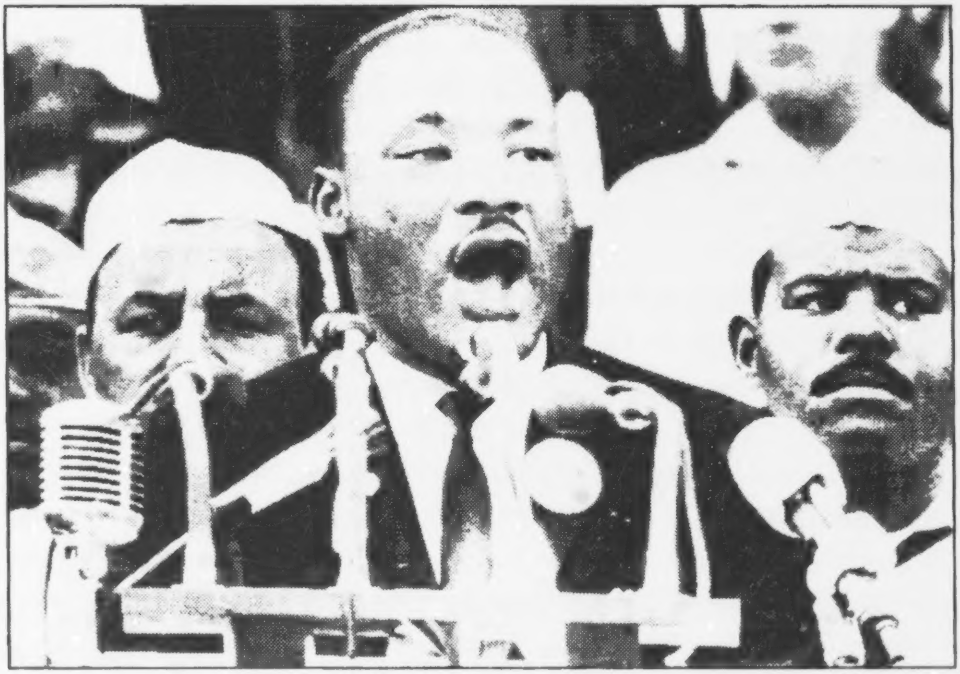
Multiple Choice Questions

Circle the correct answer.

1. **Who was Martin Luther King, Jr. ?**
   a. A president of the United States
   b. A civil rights leader
   c. He said, "Give me liberty or give me death"
   d. The main writer of the Constitution

Answer

1.b

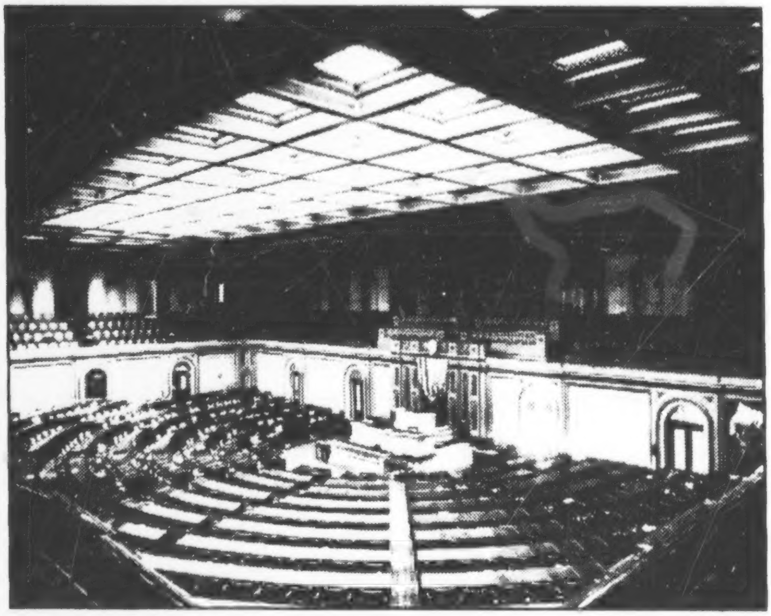


On August 28, 1963 more than 100,000 people marched in Washington, D.C. to demand civil rights. Here the people listened to speeches, including Martin Luther King's "I Have a Dream" speech.

Unit 9

The Legislative Branch

The Senate and the House of Representatives meet to make laws inside the Congress building in Washington, D.C.



Laws are debated by the representatives in the House Chamber.

The Legislative Branch of the Federal Government

The legislative branch of government is called Congress. Congress makes the federal laws for the United States.

Congress meets in Washington, D.C. at the United States Capitol building. Washington, D.C. is the capital of the United States.

Congress is made up of the Senate and the House of Representatives. Senators work in the Senate and Representatives work in the House of Representatives. This is called a bicameral legislature (two houses).

It is the duty of Congress to write bills and vote on them. After a bill passes both the Senate and the House of Representatives, the president may sign it into law or reject it. The judicial branch makes sure the law is constitutional. The executive branch puts the new federal law into effect. For example, only Congress has the power to declare war, but the president is the Commander-in-Chief of the military.

There are 100 senators in the Senate. Each state has two senators. Senators serve a six year term of office. Every six years there is a new election. There is no limit on how many times a senator can be re-elected.

Who are the two senators from your state?

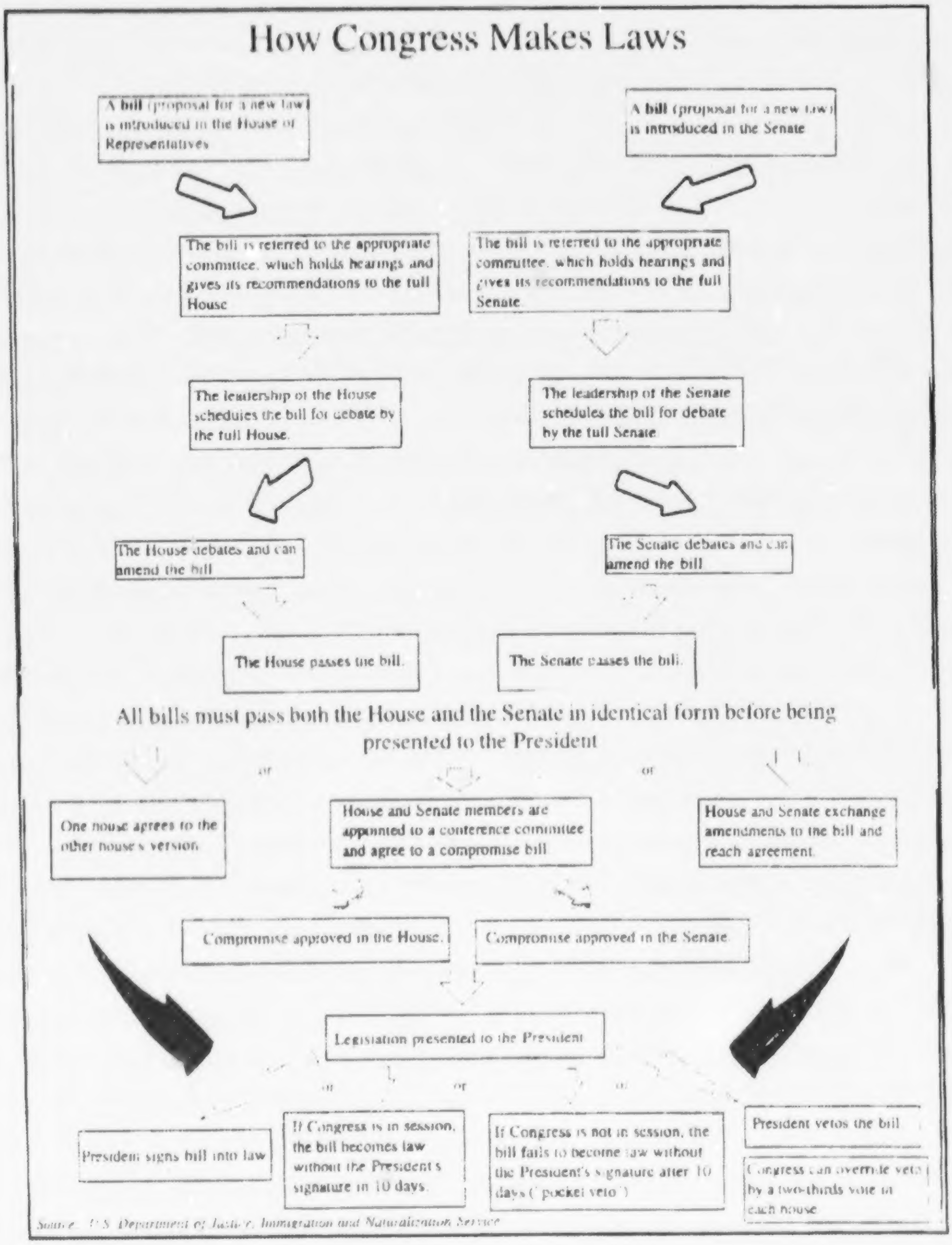
Name______________________________ Political Party__________________

Name______________________________ Political Party__________________

There are a total of 435 voting members in the House of Representatives. The total of 435 remains the same according to the Constitution, but the number of representatives from each state varies. It depends on the population of each state. States with a lot of people have many representatives. States with small populations have fewer representatives. Representatives serve a two year term of office. Every two years there is a new election. There is no limit on how many times a representative can be re-elected.

Who is your federal representative?

Name______________________________ Political Party__________________



How Congress Makes Laws

A **bill** (proposal for a new law) is introduced in the House of Representatives

A **bill** (proposal for a new law) is introduced in the Senate

The bill is referred to the appropriate committee, which holds hearings and gives its recommendations to the full House

The bill is referred to the appropriate committee, which holds hearings and gives its recommendations to the full Senate.

The leadership of the House schedules the bill for debate by the full House.

The leadership of the Senate schedules the bill for debate by the full Senate.

The House debates and can amend the bill

The Senate debates and can amend the bill

The House passes the bill.

The Senate passes the bill.

All bills must pass both the House and the Senate in identical form before being presented to the President

One house agrees to the other house's version.

or

House and Senate members are appointed to a conference committee and agree to a compromise bill

or

House and Senate exchange amendments to the bill and reach agreement.

Compromise approved in the House.

Compromise approved in the Senate.

Legislation presented to the President

President signs bill into law

or

If Congress is in session, the bill becomes law without the President's signature in 10 days.

or

If Congress is not in session, the bill fails to become law without the President's signature after 10 days ("pocket veto")

or

President vetos the bill

Congress can override veto by a two-thirds vote in each house

Source: U.S. Department of Justice, Immigration and Naturalization Service

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. What is the legislative branch of our government?

2. Who makes the federal laws in the United States?

3. What is Congress?

4. What are the duties of Congress?

5. Who elects Congress?

6. How many senators are there in Congress?

7. Name the two U.S. senators from your state.

8. For how long do we elect each senator?

9. How many voting members are in the House of Representatives?

10. For how long do we elect the representatives?

11. Why are there 100 senators in the Senate?

____

12. Who has the power to declare war?

____

13. Where does Congress meet?

____

14. What is the United States Capitol building?

____

15. How many times may a Congressional representative be re-elected?

____

16. How many times may a senator be re-elected?

____

Representative Tom Lantos (D-CA), a naturalized U.S. citizen from Hungary

Multiple Choice Questions

Circle the correct answer.

1. **What is the legislative branch of our government?**
   a. Congress
   b. The president
   c. The Supreme Court
   d. The Constitution

2. **Who makes the federal laws in the United States?**
   a. The president
   b. The vice-president
   c. Congress
   d. The Supreme Court

3. **What is Congress?**
   a. The Senate and the House of Representatives
   b. The Supreme Court
   c. The Executive Branch
   d. The Bill of Rights

4. **What are the duties of Congress?**
   a. To interpret laws
   b. To make laws
   c. To break laws
   d. To enforce laws

5. **Who elects Congress?**
   a. The people
   b. The Senate
   c. The House of Representatives
   d. The electoral college

6. **How many senators are there in Congress?**
   a. 50
   b. 100
   c. 235
   d. 435

7. **For how long do we elect each senator?**
   a. Two (2) years
   b. Four (4) years
   c. Six (6) years
   d. Eight (8) years

8. **How many voting members are in the House of Representatives?**
   a. 50
   b. 100
   c. 235
   d. 435

9. **For how long do we elect the representatives?**
   a. Two (2) years
   b. Four (4) years
   c. Six (6) years
   d. Eight (8) years

10. **Why are there 100 senators in the Senate?**
    a. Two from each state
    b. Based on the population of each state
    c. It is an even number
    d. The president decides

11. **Who has the power to declare war?**
    a. Congress
    b. The president
    c. The Supreme Court
    d. The vice-president

12. Where does Congress meet?
- a. In the White House
- b. In the Supreme Court
- c. In the Capitol building
- d. In the Lincoln Memorial

13. What is the United States Capitol building?
- a. The president's official home
- b. The place where the Supreme Court meets
- c. The place where the Cabinet meets
- d. The place where Congress meets

14. How many times may a Congressional representative be re-elected?
- a. One
- b. Two
- c. Three
- d. There is no limit

15. How many times may a senator be re-elected?
- a. One
- b. Two
- c. Three
- d. There is no limit

Answers:

1.a 2.c 3.a 4.b 5.a 6.b 7.b 8.d 9.a 10.a 11.a 12.c 13.d 14.d 15.d

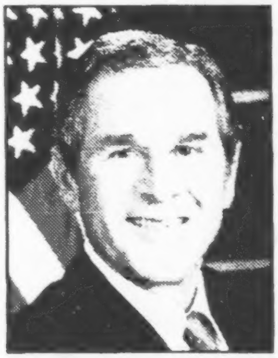
Unit 10

The Executive Branch and Presidential Elections

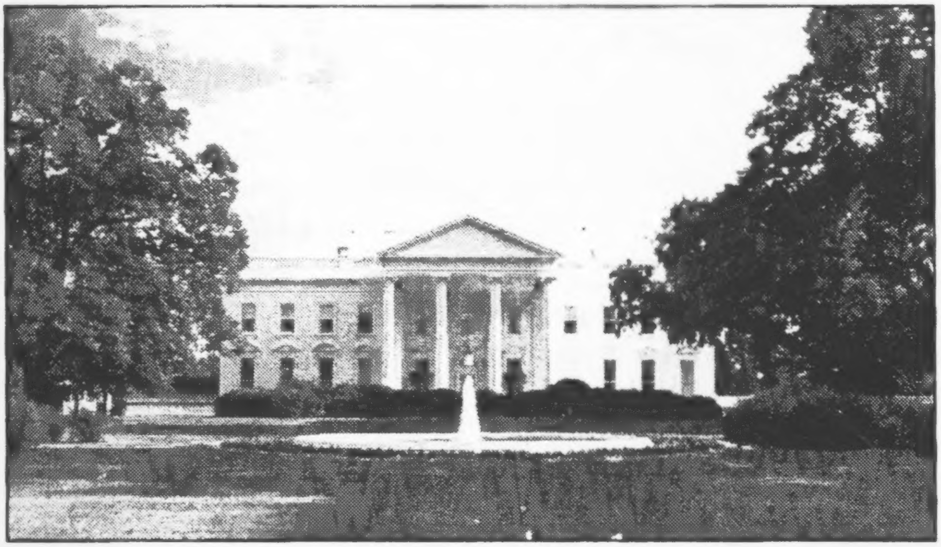
These are three recent presidents of the United States.

George Bush
(1989-1992)

Bill Clinton
(1993-2000)



George W. Bush
(2001-   )



The president's official home and office is the White House.

The Executive Branch of the Federal Government

The executive branch enforces federal laws and puts new laws into effect. The legislative branch makes laws and then the executive branch puts them into effect through the appropriate department or independent agency.

The executive branch is made up of the president, the vice-president, and the Cabinet and their departments. It also has some independent agencies. The president is the leader of the executive branch.

The president is the highest office in the United States. The president is the leader of the country and the Commander-in-Chief of the United States armed forces. The president nominates judges to the Supreme Court and also signs bills into laws.

According to the Constitution, the president can only serve for two full consecutive terms. This is a total of eight years.

The White House is the president's official home. The White House is located at 1600 Pennsylvania Ave., NW, Washington, D.C. 20500.

The vice-president is the second highest position in the country. He or she leads the Senate and votes in case of a tie. The vice-president serves as the acting president if the president is temporarily unable to serve.

If the president should die or leave office, the vice-president would become the president. If both the president and the vice-president cannot serve, the leader of the House of Representatives, called the Speaker of the House, becomes president.

The president and vice-president must have the same qualifications according to the Constitution. The president must be born a United States citizen, be at least 35 years old, and have lived in the United States at least 14 years.

The Cabinet is a special group of people who advise the president. They are appointed or nominated by the president. Each cabinet member is the head of an executive department. These include the Departments of Defense, Education, Agriculture, Justice and Labor. The Immigration and Naturalization Service (INS) is in the Department of Justice. The heads of most departments are called Secretaries. For example, there is a Secretary of Education and a Secretary of Agriculture.

enforces = Makes sure laws are followed correctly.

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. Who is the president of the United States today?

2. Who is the vice-president of the United States today?

3. Who becomes president of the United States if the president should die?

4. What is the executive branch of our government?

5. How many full terms can a president serve?

6. According to the Constitution, a person must meet certain requirements in order to be eligible to become president. Name one of these requirements.

7. Who signs bills into laws?

8. What special group advises the president?

9. What is the White House?

10. Where is the White House located?

11. What is the name of the president's official home?

____

12. Who is the Commander-in-Chief of the U.S. military?

____

Multiple Choice Questions

Circle the correct answer.

1. **Who is the president of the United States today?**
   a. Ronald Reagan
   b. George Bush
   c. Bill Clinton
   d. Other ____________________

2. **Who is the vice-president of the United States today?**
   a. Dan Quayle
   b. Al Gore
   c. George Bush
   d. Other____________________

3. **Who becomes president of the United States if the president should die?**
   a Speaker of the House
   b. Vice-president
   c. Attorney General
   d. Secretary of State

4. **What is the Executive Branch of our government?**
   a. The Senate and the House of Representatives
   b. The president, the vice-president, the Cabinet and their departments
   c. The Supreme Court
   d. The Constitution

5. **How many full terms can a president serve?**
   a. One (1)
   b. Two (2)
   c. Three (3)
   d. Unlimited

6. **According to the Constitution, a person must meet certain requirements in order to be eligible to become president. Select these requirements.**
   a. Natural born citizen of the United States
   b. At least 35 years old by the time he or she will serve
   c Have lived in the United States for at least 14 years
   d. All of the above

7. **Who signs bills into laws?**
   a. The Senate
   b. The House of Representatives
   c. The Supreme Court
   d. The president

8. **What special group advises the president?**
   a. The Cabinet
   b. Congress
   c. The Supreme Court
   d. The Constitution

9. **What is the White House?**
   a. Where Congress meets
   b. The president's official home
   c. George Washington's official home
   d. Where the Supreme Court meets

10. **Where is the White House located?**
   a. Philadelphia, Pennsylvania
   b. Boston, Massachusetts
   c. Washington, D.C.
   d. Baltimore, Maryland

11. **Who is the Commander-in-Chief of the U.S. military?**
   a. The president
   b. The vice-president
   c. The Cabinet
   d. The Speaker of the House

12. **What is the name of the president's official home?**
   a. The Capitol
   b. The White House
   c. The Lincoln Memorial
   d. Washington Monument

Answers:

1.c or d 2.b or d 3.b 4.b 5.b 6.d 7.d 8.a 9.b 10.c 11.a 12.b

Presidential Elections

The president is elected every four years in November. The general election is always held in November. People can vote for the candidate of their choice.

The president is not directly elected by the people, but rather by the electoral college. The electoral college meets after the election votes are counted. Representatives from the electoral colleges from each state vote for the candidate who won the majority vote in their state.

The people vote for a candidate from the Democratic or Republican party or from an independent party. A party is a group of people with similar ideas about government. The Democratic and Republican parties are the largest in the United States.

The presidential candidates are chosen by their party. The candidates first run in primary elections in different states. Then, each party has a convention at which they chose their candidate for president. Usually the person who won the most votes in the primary is picked. Then the presidential candidate picks a vice presidential candidate. The party candidates for president and vice-president campaign together.

The candidate who is elected president in November is inaugurated in January. The winner must wait until January to be sworn in as president of the United States.

On January 20, 1993, William Jefferson Clinton was sworn in as president at his inauguration.

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. Who elects the president of the United States?

2. For how long do we elect the president?

3. In what month do we vote for the president?

4. In what month is the new president inaugurated?

5. What are the two major political parties in the United States today?

Multiple Choice Questions

Circle the correct answer.

1. **Who elects the president of the United States?**
   a. The people
   b. The Senate
   c. The House of Representatives
   d. The electoral college

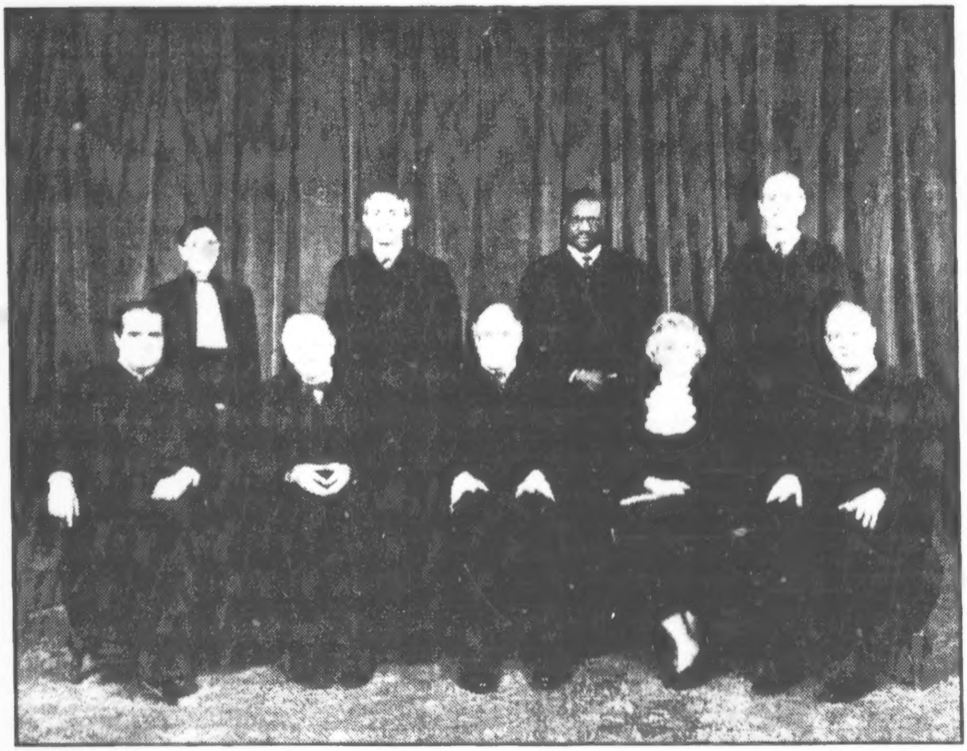
2. **For how long do we elect the president?**
   a. Two(2) years
   b. Four(4) years
   c. Six(6) years
   d. Eight(8) years

Answers:

1.d 2.b

Unit 11

The Judicial Branch



The Supreme Court of the United States

Seated, left to right: Associate Justices Antonin Scalia and John Paul Stevens, Chief Justice William H. Rehnquist, Associate Justices Sandra Day O'Connor and Anthony M. Kennedy.

Standing, left to right: Associate Justices Ruth Bader Ginsburg, David H. Souter, Clarence Thomas and Stephen G. Breyer.

The Judicial Branch of the Federal Government

The judicial branch of government explains or interprets the law. The Judicial Branch decides if laws are constitutional. It also decides if a person broke the law.

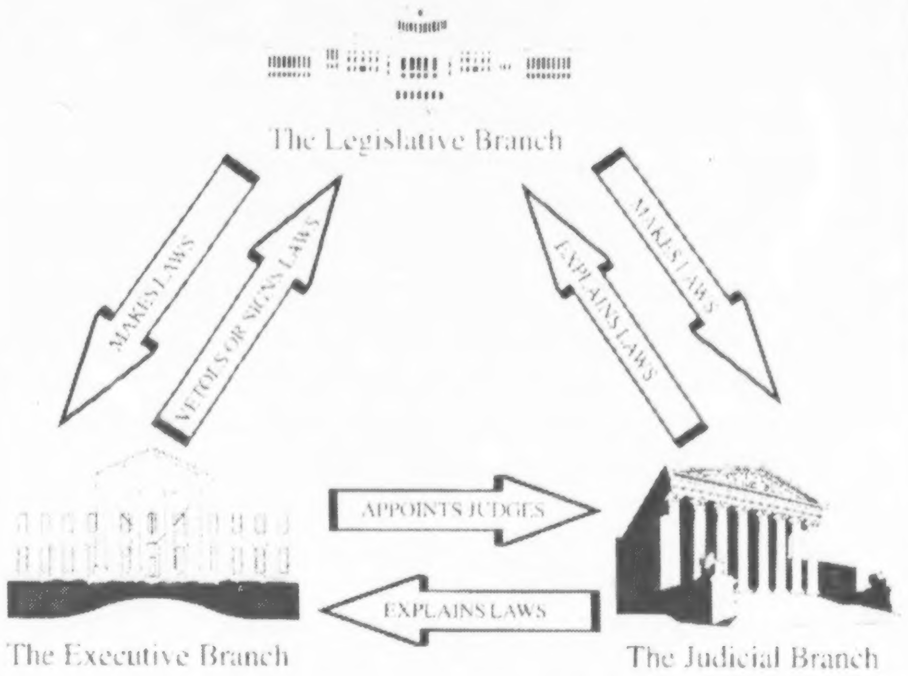
The judicial branch is made up of federal, state and local courts. Local courts decide if a person has broken a local law and state courts interpret state laws. Only the federal courts can interpret federal law.

The Supreme Court is the highest court in the United States. It is a federal court. The nine judges on the Supreme Court are called justices. The Chief Justice is the leader of the Supreme Court. Currently the Chief Justice is William Rehnquist.

The president nominates or appoints the Supreme Court justices. Then Congress must approve the nomination. A justice can serve a term for life.

The Supreme Court meets in Washington, D.C. at the Supreme Court Building.

THE SYSTEM OF CHECKS AND BALANCES


The Legislative Branch
MAKES LAWS
VETOES OR SIGNS LAWS
EXPLAINS LAWS
MAKES LAWS
APPOINTS JUDGES
EXPLAINS LAWS
The Executive Branch
The Judicial Branch

Source: U.S. Department of Justice, Immigration & Naturalization Service

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. What is the judicial branch of our government?

2. What is the highest court in the United States?

3. What are the duties of the Supreme Court?

4. Who is the Chief Justice of the Supreme Court?

4. Who nominates judges of the Supreme Court?

6. How many Supreme Court justices are there?

Multiple Choice Questions

Circle the correct answer.

1. **What is the judicial branch of our government?**
   a. The Senate and the House of Representatives
   b. The president, the vice-president, and the Cabinet and their departments
   c. The Supreme Court and other federal courts
   d. The Constitution

2. **What are the duties of the Supreme Court?**
   a. To interpret laws
   b. To make laws
   c. To break laws
   d. To enforce laws

3. **Who is the Chief Justice of the Supreme Court?**
   a. William Rehnquist
   b. George Washington
   c. Patrick Henry
   d. Other

4. **Who nominates justices of the Supreme Court?**
   a. The president
   b. The Senate
   c. The House of Representatives
   d. The Supreme Court

5. **How many Supreme Court justices are there?**
   a. One (1)
   b. Nine (9)
   c. One Hundred (100)
   d. Four Hundred Thirty Five (435)

6. **What is the highest court in the United States?**
   a. The Constitution
   b. The Bill of Rights
   c. The Supreme Court
   d. State courts

Answers:

1.c 2.a 3.a 4.a 5.b 6.c

Miranda Rights

The Miranda Rights are the result of two important Supreme Court cases. In the first case, a poor man named Clarence Gideon was arrested and charged with a crime. He asked the court to give him a lawyer for free because he could not afford one. The court said no because the crime was not punishable by death. Gideon asked the Supreme Court to hear his case. The Supreme Court decided that anyone accused of a crime for which he or she could receive a sentence of one year or more in jail should have a lawyer. If the person cannot afford one, he or she must be given one for free by the government.

In the second case, a man named Ernesto Miranda was arrested for rape. The police officer asked many questions to Miranda while he was alone without a lawyer. He signed a paper from the police officer that said he was guilty. Miranda thought that the Constitution guaranteed him the right to be told he could have a lawyer when the police asked him questions. Miranda also asked the Supreme Court to hear his case. The Supreme Court agreed with Miranda. The evidence taken before he was told of his rights could not be used in his trial.

Today, police officers have to warn you of your constitutional rights if they arrest you. However, it is important to remember that anything you say or write before you are arrested can be used against you in court.

The Miranda Warning:

You have the right to remain silent and not say anything which might incriminate [hurt] yourself.

Anything you say can and will be used against you in a court of law.

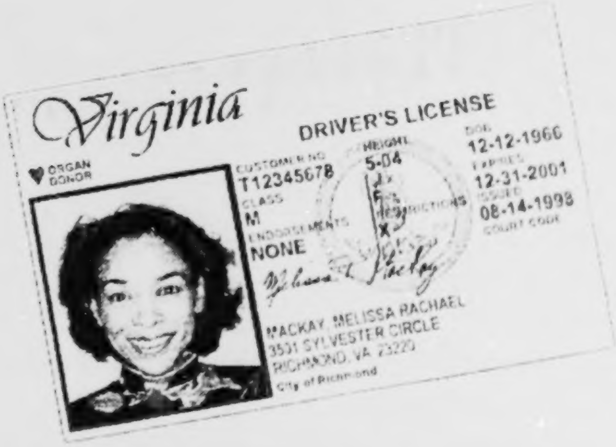
You can stop answering questions asked you at anytime.

You have the right to have a lawyer with you during questioning or when you go to court.

If you cannot afford a lawyer, one will be appointed [given] for you.

Unit 12

State and Local Government



Virginia
DRIVER'S LICENSE
ORGAN DONOR
CUSTOMER NO
T12345678
CLASS
M
ENDORSEMENTS
NONE
HEIGHT
5-04
RESTRICTIONS
X
DOB
12-12-1960
EXPIRES
12-31-2001
ISSUED
08-14-1998
COURT CODE
MACKAY, MELISSA RACHAEL
3501 SYLVESTER CIRCLE
RICHMOND, VA 23220
City of Richmond

State driver's license

Local public school

Local police department

State Government

Each state has its own government. State governments have three branches: executive, legislative and judicial. State law is based on the state constitution.

A governor is the head of the executive branch of state government. The governor gives the state senators and representatives ideas about what laws are needed. The governor can also veto or reject bills he or she does not like. The governor appoints judges to state courts and also is the leader of the state's National Guard.

Who is the current governor of your state?

Name ____________________ Political Party ____________________

The executive branch also has independent agencies. For example, one agency can regulate driver's licenses and another can provide public assistance to low-income people.

The state legislative branch is made up of the state senate and house of representatives. It is often called either the state legislature or the state assembly. They make state laws, decide how much state tax to charge and what to do with the taxes collected. The state legislature passes laws on issues such as state highways and state support for public education.

Each state decides how many senators and representatives to have and how to elect them. The state has senate districts from which senators are elected and assembly districts from which representatives are elected. They all meet together in the state capital. What is the capital of your state?

The judicial branch of state government is made up of the state courts. The state courts hear cases about state or local laws. There is also a state supreme court.

A judge and a jury hear most cases in the court system. The jury decides by vote if the person is guilty as accused. The jury may also recommend to the judge what sentence to give. Only United States citizens can serve on a jury.

veto = Reject.
National Guard = Volunteer members of the army, navy, air force and marines who train part-time; in time of war or disaster, they may be called upon to become full-time military professionals.

INS 100 Questions for Naturalization

Write the answer in the blank space.

1. What is the head executive of state government called?

____

2. What is the capital of your state?

____

3. Who is the current governor of your state?

____

Multiple Choice Question

Circle the correct answer.

1. **What is the head executive of state government called?**
   a. President
   b. Governor
   c. Mayor
   d. Director

Answer:

1. b

HOW THE ORGANIZATION OF GOVERNMENT IN CITIES, STATES AND THE NATION ARE SIMILAR

▨	Each has a Legislative Branch to make laws	Each has an Executive Branch to enforce laws	Each has a Judicial Branch to explain and apply laws
The Federal Government:	The Congress -- Senate and House of Representatives	President, Vice President, 14 Executive Departments and other Executive Agencies	The Federal Courts
The State Government:	The State Legislature (Two houses in all States but Nebraska)	The Governor and Heads of Executive Departments	The State Courts
The City Government:	The City Council or Commissioners	The Mayor, Manager or Board of Commissioners	The City Courts

Source: U.S. Department of Justice, Immigration and Naturalization Service

Local Government

Counties, cities, towns and villages have a local government. The state constitution gives procedures on how to establish a local government.

Each state is divided into counties. Counties usually have an elected board of commissioners or supervisors. Some counties also have a county manager.

City, town and village governments can charge and collect taxes, try people accused of breaking local laws and provide government services. Services may include police and fire protection, garbage collection, marriage, birth, and death certificates, and school and public library administration.

The head executive of city government is usually an elected mayor. Many cities also have an elected city council which acts like the legislative branch. Who is the head of your local government?

INS 100 Questions for Naturalization

Fill in the blanks.

1. What is the head executive of a city government called?

____

2. Who is the head of your local government?

____

Multiple Choice Question

Circle the correct answer.

1. What is the head executive of a city government called?

a. President
b. Governor
c. Mayor
d. Director

Answer:

1.c

SAMPLE MULTIPLE CHOICE TEST

Circle the correct answer.

1. **When was the Declaration of Independence adopted?**
   a. July 4, 1492
   b. July 4, 1776
   c. July 4, 1787
   d. November 25, 1812

2. **Which countries were our enemies during World War II?**
   a. Germany, France, and Sweden
   b. England, Russia and France
   c. Italy, England and China
   d. Germany, Italy, and Japan

3. **Which president freed the slaves?**
   a. Abraham Lincoln
   b. Thomas Jefferson
   c. George Washington
   d. John Kennedy

4. **For how long do we elect the president?**
   a. Two(2) years
   b. Four(4) years
   c. Six(6) years
   d. Eight(8) years

5. **Who nominates justices of the Supreme Court?**
   a. The president
   b. The Senate
   c. The House of Representatives
   d. The Supreme Court

6. **What is the United States Capitol building?**
   a. The president's official home
   b. The place where the Supreme Court meets
   c. The place where the Cabinet meets
   d. The place where Congress meets

7. **Why did the Pilgrims come to America?**
   a. For economic freedom
   b. For religious freedom
   c. For political freedom
   d. For good jobs

8. **Who was Martin Luther King, Jr.?**
   a. A president of the United States
   b. A civil rights leader
   c. He said, "Give me liberty or give me death"
   d. The main writer of the Constitution

9. **What is the White House?**
   a. Where Congress meets
   b. The president's official home
   c. George Washington's official home
   d. Where the Supreme Court meets

10. **What is the supreme law of the United States?**
    a. The Declaration of Independence
    b. An amendment
    c. The Bill of Rights
    d. The Constitution

11. **How many stars are there in our flag?**
    a. 13
    b. 50
    c. 51
    d. 100

Answers:

1.b 2.d 3.a 4.b 5.a 6.d 7.b 8.b 9.b 10.d 11.b

Sample Sentences for Written English Testing

Civics/History

A Senator is elected for 6 years.
__________ is the Vice President of the United States.
All people want to be free.
America is the land of freedom.
All United States citizens have the right to vote.
America is the home of the brave.
America is the land of the free.
__________ is the President of the United States.
Citizens have the right to vote.
Congress is part of the American government.
Congress meets in Washington, D.C.
Congress passes laws in the United States.
George Washington was the first president.
I want to be a citizen of the United States.
I want to be an American citizen.
I want to become an American so I can vote.
It is important for all citizens to vote.
Many people come to America for freedom.
Many people have died for freedom.
Martha Washington was the first first lady.
Only Congress can declare war.
Our Government is divided into three branches.
People in America have the right to freedom.
People vote for the President in November
The American flag has stars and stripes.
The American flag has 13 stripes.
The capital of the United States is Washington, D.C.
The colors of the flag are red, white, and blue.
The Constitution is the supreme law of our land.
The flag of the United States has 50 stars.
The House and Senate are parts of Congress.
The people have a voice in Government.
The people in the class took a citizenship test.
The President enforces the laws.
The President has the power of veto.
The President is elected every 4 years.
The President lives in the White House.
The President lives in Washington, D.C.
The President must be an American citizen.
The President must be born in the United States.
The President signs bills into law.
The stars of the American flag are white.
The Statue of Liberty was a gift from France.
The stripes of the American flag are red and white.
The White House is in Washington, D.C.
The United States flag is red, white, and blue.
The United States of America has 50 states.
There are 50 states in the Union.
There are three branches of Government.

Everyday Life

He came to live with his brother.
He has a very big dog.
He knows how to ride a bike.
He wanted to find a job.
He wanted to talk to his boss.
He went to the post office.
His wife is at work right now.
His wife worked in the house.
I am too busy to talk today.
I bought a blue car today.
I came to _______ (city) today for my interview.
I count the cars as they pass by the office.
I drive a blue car to work.
I go to work everyday.
I have three children.
I know how to speak English.
I live in the State of ____________.
I want to be a United States citizen.
It is a good job to start with.
My car does not work.
She can speak English very well.
She cooks for her friends.
She is my daughter, and he is my son.
She needs to buy some new clothes.
She wanted to live near her brother.
She was happy with her house.
The boy threw a ball.
The children bought a newspaper.
The children play at school.
The children wanted a television.
The man wanted to get a job.
The teacher was proud of her class.
The white house has a big tree.
They are a very happy family.
They are very happy with their car.
They buy many things at the store.
They came to live in the United States.
They go to the grocery store.
They have horses on their farm.
They live together in a big house.
They work well together.
Today I am going to the store.
Today is a sunny day.
Warm clothing was on sale in the store.
We are very smart to learn this.
We have a very clean house.
You cook very well.
You drink too much coffee.
You work very hard at your job.

Form M-481
(Rev 11/98)

Sample Civics Questions

1. What are the colors of our flag?
   Red, white, and blue
2. What do the stars on the flag mean?
   One for each state
3. How many stars are there on our flag?
   50
4. What color are the stars on our flag?
   White
5. How many stripes are there on the flag?
   13
6. What do the stripes on the flag represent?
   The first 13 states
7. What colors are the stripes on the flag?
   Red and white
8. How many states are there in the Union (the United States)?
   50
9. What do we celebrate on the 4th of July?
   Independence Day
10. Independence Day celebrates independence from whom?
    England
11. What country did we fight during the Revolutionary War?
    England
12. Who was the first president of the United States?
    George Washington
13. Who is the President of the United States today?
    Bill Clinton*
14. Who is the Vice President of the United States today?
    Al Gore*
15. Who elects the President of the United States?
    The Electoral College
16. Who becomes our President if the President dies?
    The Vice President
17. What is the Constitution?
    The supreme law of the land
18. What do we call changes to the Constitution?
    Amendments
19. How many changes, or amendments, are there to the Constitution?
    27*
20. What are the three branches of our Government?
    Executive, Judicial, and Legislative
21. What is the legislative branch of our Government?
    Congress
22. What makes up Congress?
    The Senate and the House of Representatives
23. Who makes the Federal laws in the United States?
    Congress
24. Who elects Congress?
    The citizens of the United States
25. How many Senators are there in Congress?
    100

* **Note**: the answers to questions marked with asterisks will change. Check to be sure you have the correct answer

Form M-481
(Rev 11/98)

26. For how long do we elect each Senator?
6 years

27. Name the two Senators from your state.*

28. How many voting members are in the House of Representatives?
435

29. For how long do we elect each member of the House of Representatives?
2 years

30. Who is the head of the Executive Branch of the U.S. Government?
The President

31. For how long is the President elected?
4 years

32. Name the highest part of the Judiciary Branch of our Government?
The Supreme Court

33. What are the duties of the Supreme Court?
To interpret and explain the laws

34. What is the supreme law of the United States?
The Constitution

35. What is the Bill of Rights?
The first 10 amendments to the Constitution

36. What is the capital of the state you live in?

37. Who is the current governor of the state you live in?*

38. Who becomes President if both the President and Vice President die?
Speaker of the House

39. Who is the Chief Justice of the Supreme Court?
William Rehnquist*

40. What were the 13 original states?
Virginia, Massachusetts, Maryland, Rhode Island, Connecticut, New Hampshire, North Carolina, South Carolina, New York, New Jersey, Pennsylvania, Delaware, and Georgia

41. Who said, "Give me liberty or give me death?"
Patrick Henry

42. Name some countries that were our enemies during World War II?
Germany, Italy, and Japan

43. What was the 49th state added to our Union (the United States)?
Alaska

44. How many full terms can a President serve?
2

45. Who was Martin Luther King, Jr.?
A civil rights leader

46. What are some of the requirements to be eligible to become President?
Candidates for President must:
- **be natural born citizens,**
- **be at least 35 years old,**
- **have lived in the United States for at least 14 years.**

47. Why are there 100 senators in the United States Senate?
Each state elects two

48. Who nominates judges for the Supreme Court?
The President

49. How many Supreme Court justices are there?
9

50. Why did the Pilgrims come to America?
To gain religious freedom

51. What is the head executive of a state government called?
Governor

Form M-481
(Rev 11/98)

Sample Civics Questions

(Continued)

52. What is the head executive of a city government called?
    Mayor

53. What holiday was celebrated for the first time by American colonists?
    Thanksgiving

54. Who was the main writer of the Declaration of Independence?
    Thomas Jefferson

55. When was the Declaration of Independence adopted?
    July 4, 1776

56. What are some of the basic beliefs of the Declaration of Independence?
    That all men are created equal and have the right to life, liberty, and the pursuit of happiness

57. What is the national anthem of the United States?
    The Star-Spangled Banner

58. Who wrote The Star-Spangled Banner?
    Francis Scott Key

59. What is the minimum voting age in the United States?
    18

60. Who signs bills into law?
    The President

61. What is the highest court in the United States?
    The Supreme Court

62. Who was President during the Civil War?
    Abraham Lincoln

63. What did the Emancipation Proclamation do?
    It freed the slaves

64. What special group advises the President?
    The Cabinet

65. Which President is called the "Father of our Country?"
    George Washington

66. Which President was the first Commander-in-Chief of the U.S. Army and Navy?
    George Washington

67. What was the 50th state added to our Union (the United States)?
    Hawaii

68. Who helped the Pilgrims in America?
    The American Indians/Native Americans

69. What is the name of the ship that brought the Pilgrims to America?
    The Mayflower

70. What were the 13 original states of the United States called before they were states?
    Colonies

71. What group has the power to declare war?
    Congress

72. Name the amendments that guarantee or address voting rights.
    14th, 15th, and 19th

73. In what year was the Constitution written?
    1787

74. What are the first 10 amendments to the Constitution called?
    The Bill of Rights

75. Whose rights are guaranteed by the Constitution and the Bill of Rights?
    All people living in the United States

Form M-481
(Rev 11/98)

76. What is the introduction to the Constitution called?
The Preamble

77. Who meets in the U.S. Capitol building?
Congress

78. What is the name of the President's official home?
The White House

79. Where is the White House located?
Washington, DC

80. Name one right or freedom guaranteed by the first amendment.
The rights of freedom:

- **of speech,**
- **of religion,**
- **of assembly, and**
- **to petition the Government**

81. Who is the Commander-in-Chief of the United States military?
The President

82. In what month do we vote for the President?
November

83. In what month is the new President inaugurated?
January

84. How many times may a senator or Congressman be re-elected?
No limit

85. What are the two major political parties in the United States today?
Democratic and Republican

86. What is the executive branch of our Government?
The President, the Cabinet, and departments under the cabinet members

87. Where does freedom of speech come from?
The Bill of Rights

88. What Immigration and Naturalization Service form is used to apply for naturalized citizenship?
Form N-400 (Application for Naturalization)

89. What kind of government does the United States have?
A Republic

90. Name one purpose of the United Nations.
For countries to discuss and try to resolve world problems or to provide economic aid to many countries

91. Name one benefit of being a citizen of the United States.
To obtain Federal Government jobs, to travel with a U.S. passport, or to petition for close relatives to come to the United States to live

92. Can the Constitution be changed?
Yes

93. What is the most important right granted to United States citizens?
The right to vote

94. What is the White House?
The President's official home

95. What is the United States Capital?
The place where Congress meets

96. How many branches are there in the United States Government?
3

Form M-481
(Rev 11/98)

Chapter Six

The Interview

> *I've been absolutely terrified my whole life and*
> *I've never let it keep me from doing a single thing*
> *that I wanted to do.*
> *–Georgia O'Keefe*

In this Chapter:

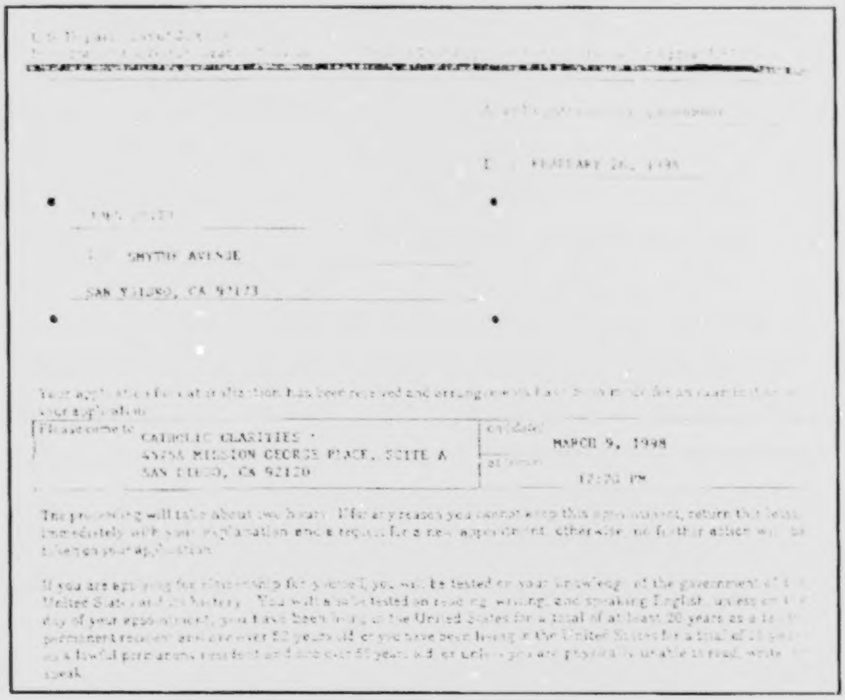
- INS Interview Appointment Notice
- Documents to Bring to the Interview
- Tips for Interview Preparation
- People You Can Bring to the Interview
- Description of the Interview
- Sample Interview

Many applicants are afraid of the INS interview.
Still, most people pass it. This chapter outlines what to expect at the interview and how to prepare for it.

INS INTERVIEW APPOINTMENT NOTICE

You should get a notice in the mail telling you the time, date, and location for your upcoming interview. Generally it arrives two to six weeks before the interview. INS will also send a copy to your lawyer or accredited representative at his or her office if you have requested legal representation. Lawyers and accredited representatives must submit a *Notice of Entry of Appearance as Attorney or Representative* (Form G-28) to INS.

See Chapter 3, Attachment A for a copy of Form G-28.



SMYTH AVENUE

SAN YSIDRO, CA 92173

CATHOLIC CHARITIES

4575A MISSION GORGE PLACE, SUITE A

SAN DIEGO, CA 92120

MARCH 9, 1998

Sample Appointment Notice

What if your interview appointment notice doesn't arrive? It can take a long time between when you submit your application and when you get an interview appointment. Ask a community immigration agency or INS what is the average wait. If you have waited much longer than others you should contact INS to make sure there is no problem with your application. If you have moved to a new INS district since your last application, a delay may occur while INS transfers your alien file to the new district. An extremely long wait may indicate that INS has lost your application. In this situation, you should contact an immigration service provider for help.

What if you have a serious disability or illness that prevents you from going to the INS office? Send a letter requesting that INS conduct the interview in your home or other place of residence. This is an accommodation for your disability.

See Chapter 7, page 238 for more information.

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AVAILABLE

What if you cannot attend your scheduled interview? You should only change your interview date if there is a very important reason you cannot attend. If you need to change the date, you may have to wait several more months to get a new appointment.

To get a new date, send a letter to the District Director of the INS office where you are scheduled to be interviewed explaining in detail why you need the change. Also, write on the outside of the envelope, "Request to Reschedule N-400 Interview Date." Always include your alien registration number (A-number) on every letter.

See Attachment A for a copy of Form AR-11.

What if you moved after you submitted your N-400? It is very important to give INS your new address. You can call the INS Forms line at 1-800-870-3676 and request an *Alien's Change of Address Card* (Form AR-11). The form is pre-printed with INS' address on it. You should also notify your local INS district office and your Service Center. Send the notification letters by certified mail, requesting a return receipt as proof they were received.

The Form AR-11 informs INS of your name, A-number, date of birth, complete current address, complete address at the time you filed your application, and the date you moved. This will require INS to transfer your file to the new district and may delay your application. If you move to a new address within the same district, you should still inform INS, but there should be no delay in the processing of your application.

Another way to give INS your new address is by phone. Call the National Customer Service Center at 1-800-375-5283. This service is available in English and Spanish. INS will send you a confirmation of the new address by mail a few weeks later. You can also use this number to make sure that INS has your correct address.

What if you want to stop your application? If you want to stop or withdraw the processing of your citizenship application you can:

See Chapter 3, page 81 for a sample withdrawal request.

- Send your local INS district office a letter by certified mail requesting to withdraw your case. The District Director will approve or deny your request.
- Go to INS in person to request a withdrawal. The District Director has the authority to approve or deny your request.
- Failing to go to your interview. If you fail to appear two times, INS will automatically withdraw your application and close your file. You can reopen a closed file by submitting a written request to the District Director within one year from the date it was closed. After one year you must re-apply with a new N-400, including the $310 fee.

DOCUMENTS TO BRING TO THE INTERVIEW

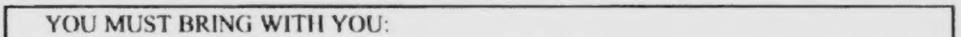
INS will send you a list of documents you must bring to the interview. Sometimes the INS officer will request additional documents at the interview. The following is a list of the documents INS may request. Bringing all of these documents will help you avoid returning for another appointment.

You can also bring your completed N-400 to your interview for reference and bring a list of all of the changes since you filed your application. For example, you can write down a new address, a new job address, a marriage or divorce, children born, or trips you have taken outside the country. You can tell the officer, or just give the officer a written list.

Make sure all of your documents are organized so you can find them easily when the INS officer requests them. You might want to put them in separate folders and label them.

All documents which are not in English should include a translation into English by a person who knows both languages. The person should write that he or she is competent to translate and that the translation is accurate, using the following statement:

> *I, ________________ certify that I am competent to translate from the ______ language to the English language. The above translation is a true and correct translation to the best of my knowledge.*
>
> (Signature)



YOU MUST BRING WITH YOU:

- This letter.
- Alien Registration Receipt Card.
- Any draft cards.
- Your passports and/or any other documents you have which you used in connection with any entries in the United States.

YOU MUST BRING WITH YOU:

☐ Enclosed form(s) properly and completely filled out.
☐ Your marriage certificate.
☐ Proof of death or divorce for each prior marriage of yourself or spouse.
☐ Your birth certificate.
☐ Your spouse's birth or naturalization certificate or certificate of citizenship.
☐ The child (children) for whom you filed application for naturalization.
☐ Adoption decree(s), and a summary translation(s) in English if in a foreign language. A summary translation is a condensation or abstract of the text.
☐ Your military discharge certificate(s).
☐ The child's (children's) other parent.

Please keep this appointment, even if you do not have all the items indicated above.

Sample Appointment Notice

Passport or Travel Document

A passport or travel document provides a record of any trips you made outside the United States.

Driver's License or State ID Card

Bring your drivers license or state ID card issued by your local Department of Motor Vehicles to help INS verify your identity

Green Card

If you lost your green card, apply for a new one immediately. Call the INS Forms Center at 1-800-870-3676 or go to an immigration service program and ask for *Application to Replace Alien Registration Card* (Form I-90). The filing fee is $130. Bring a copy of the renewal receipt to the interview. The INS officer may want to hear a good explanation of why you do not have your green card. If your green card was stolen, the officer may want to see a police report that you filed reporting the theft.

All green cards issued by INS since 1989 have an expiration date on the front. They expire after 10 years. If your green card is expiring, you may apply for citizenship instead of paying $130 to renew the green card. In this case, you must file your citizenship application *at least six months* before the expiration date. If you apply for citizenship *less than six months* before the expiration date, then you still must renew your green card and pay the $130 fee. Call the INS National Customer Service Center at 1-800-375-5283 for more information on how to renew your expiring green card.

Certified Marriage and/or Divorce Decrees for All Marriages

If you were married or divorced in the United States these documents are usually available from the Clerk of Court in the county where the marriage license or divorce decree was issued. It might also be in the state court of the Division of Vital Records and Statistics in the state capital city. The certificate should be notarized with a stamp or seal.

See Attachment B for a sample affidavit.

If you were married or divorced in another country and have a copy of the document issued in a language other than English, it must be accompanied by an English translation. If you do not have a marriage or divorce document, you need to get one from your country. The State Department's Foreign Affairs Manual lists what documents are available within different countries. If you cannot get the documents, you can get a sworn affidavit from friends or relatives who knew you in your country. If your native country accepts religious documents as legal, you can get a sworn affidavit from the religious person who conducted your ceremony.

Federal Tax Returns for the Last Three Years

If you or your spouse have earned enough income in any of the last three years to file tax returns, bring copies of these to the interview. If the tax returns are lost or there are no copies, you can request transcripts of tax returns from an Internal Revenue Service (IRS) walk-in office, by telephone at 1-800-829-3676 or by using IRS Form 4506. You can download the form from the IRS web site at http://www.irs.ustreas.gov. Complete the form and mail it to the IRS Service Center where you originally filed the tax return. Transcripts are available free of charge for tax years after 1991.

The same IRS Form 4506 can be used to request returns for the past four tax periods from the same service center. However, you must use a separate Form 4506 for each service center from which you are requesting information. It can take up to 10 working days for a tax return transcript.

A tax return transcript shows most line items from the original return. It does not reflect changes you or the IRS made after filing. An advantage of an IRS transcript is that it is more official than your own copies and proves actual filing.

If you have been outside the United States on a trip that lasted six months or more since becoming a permanent resident, you need to bring an original IRS letter 1722 to show that you filed taxes as a resident. To request this letter, send IRS Form 6160 to:

IRS Philadelphia
Attn: Foreign Issues Dept.
600 Arch Street
Philadelphia, PA 19105

Proof of Child Support

If you have a minor child who does not live with you, bring evidence that you are paying child support. This is especially important if you have been ordered by a court to pay. Bring check stubs, receipts, or other proof of payment. If there are no financial documents to verify payment, you can bring a notarized affidavit from the person who receives money for the child stating that you have made your regular payments. If your child lives outside the United States, you can also bring letters stating that your child has received money or goods as support. The letter, preferably notarized, can be from family members or friends of the child who can verify the claim of payments.

Proof of Dates of Travel

If you have traveled outside of the United States in the past five years, it is important to prove your dates of travel. Generally you can show this with the entry stamps on your passport.

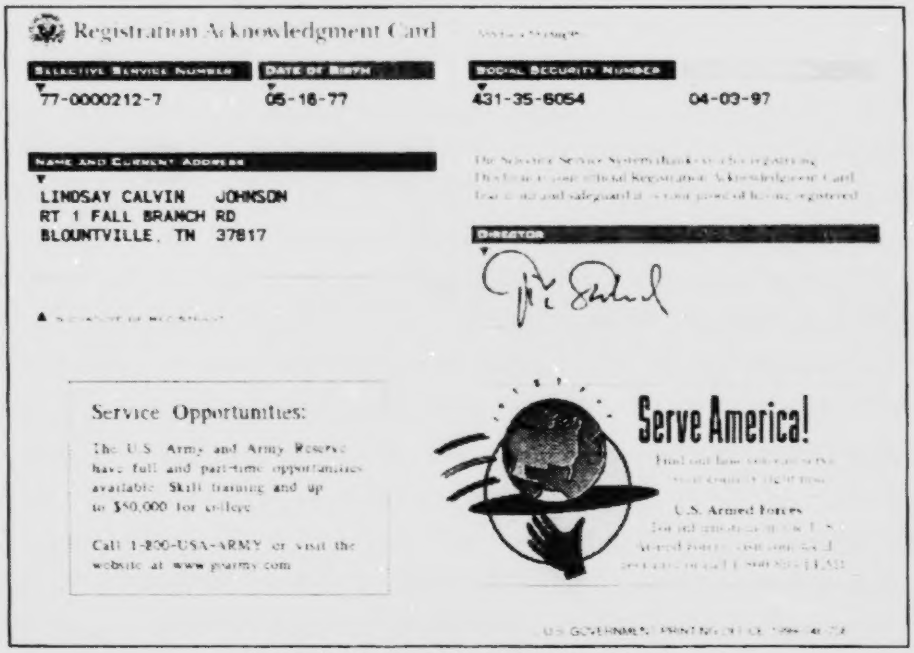
Proof of Registration for Selective Service

INS requires proof of registration with the Selective Service only for men who are of a certain age.

Who is required to register: Men born after 1960 who were living in the United States between their 18th and 26th birthdays as legal residents or undocumented residents.

How to show proof of registration: If you registered, bring your registration card. If you have lost your Selective Service registration number, you can obtain written confirmation from the Selective Service by phone, sending a written request, or making a request from the Selective Service web page.

How males can register: If you have not registered and it is before your 26th birthday, register immediately at the post office, by mail, on-line via the internet, through Federal Student Aid Programs' Free Application for Federal Student Aid (FAFSA) form, or at many high schools.



Registration Acknowledgment Card

SELECTIVE SERVICE NUMBER	DATE OF BIRTH	SOCIAL SECURITY NUMBER	
77-0000212-7	05-18-77	431-35-6054	04-03-97

NAME AND CURRENT ADDRESS

LINDSAY CALVIN JOHNSON
RT 1 FALL BRANCH RD
BLOUNTVILLE, TN 37817

DIRECTOR

Service Opportunities:

The U.S. Army and Army Reserve have full and part-time opportunities available. Skill training and up to $50,000 for college.

Call 1-800-USA-ARMY or visit the website at www.goarmy.com

Serve America!

U.S. Armed Forces

U.S. GOVERNMENT PRINTING OFFICE

Sample Proof of Registration Card

Registering at the Post Office: You can get a Selective Service Form at the post office. Fill it out and then sign it in front of a postal clerk. You will have to show a photo ID. The postal clerk will send it to the Selective Service.

Registering by mail: Many post offices have "mail-back" registration forms. You fill it out, sign it, add postage and mail it to the Selective Service, without a postal clerk.

Registering via the Internet: Enter your personal information online with the Selective Service. Within 30 days, you will receive a personalized registration card in the mail. Check that the information on the card is correct. Then, sign and date the card and mail it back to the Selective Service.

What to do if you are over age 26 and did not register: If you should have registered and did not before your 26th birthday, you will need to show that your failure to register was not knowing or willful. You must state that you were unaware of the requirement at that time. Sometimes the Selective Service has a record of the fact that notification about the requirement was sent to you.

- Contact the Selective Service to request a status information letter to bring to the interview. It takes between 30 and 60 days to get the letter.
- Prepare a statement to bring to the interview explaining the reason you did not register. For example:

  I did not know about the requirement to register for the Selective Service. I would have registered if I had known about the requirement.

Communicating with the Selective Service

Internet:	http://www.sss.gov
Phone:	(847) 655-1825 or (888) 655-1825
Office Hours:	Monday through Friday 8:00 a.m. to 4:15 p.m. Central Standard Time
Address:	Selective Service System P.O. Box 94638 Palatine, IL 60094-4638

See Attachment C for a sample status information letter.

Requesting a status information letter: You can request a status information letter by mail or by phone at the same number you call to register.

Requesting a status information letter by phone: When you first call the Selective Service, you will hear a number of different options. If you wait, an operator will come on the phone to help you. Spanish speaking operators are available. If you do not wait for the operator, you will have to select a series of numbers.

- You will be asked for your name and social security number so the operator can check to see if you are already registered.
- You will be asked a series of questions to determine if you were required to register for the Selective Service.
- You may be asked to submit certain documents, for example showing when you entered the United States.
- If you were required to register, you will be sent a questionnaire by mail. Fill out the questionnaire, make a copy, and return it to the Selective Service.
- You will be sent a status information letter.

Requesting a status information letter by mail: Describe in detail why you did not register and provide any relevant documents. Include your name, social security number, date of birth, and return address.

Documentation of Criminal History

INS submits the fingerprints of each citizenship applicant to the FBI. A print-out is returned to INS with any arrests which the FBI has in its files for that person. Because the files are searched by fingerprints, the FBI search will generate "hits" even if you were arrested under a different name or in a different state. The FBI report contains even minor arrests which did not lead to official charges. You are required to provide the original record or "certified dispositions" showing the outcome of every arrest, no matter how minor or old.

Caution: If you have any kind of arrest record, talk to a lawyer or accredited representative before you apply.

To obtain a disposition, you need to request it in person or by mail from the county court house where the arrest took place. For arrests or convictions close to where you live now, look for the records department of the court.

See Chapter 2, page 27 for more information.

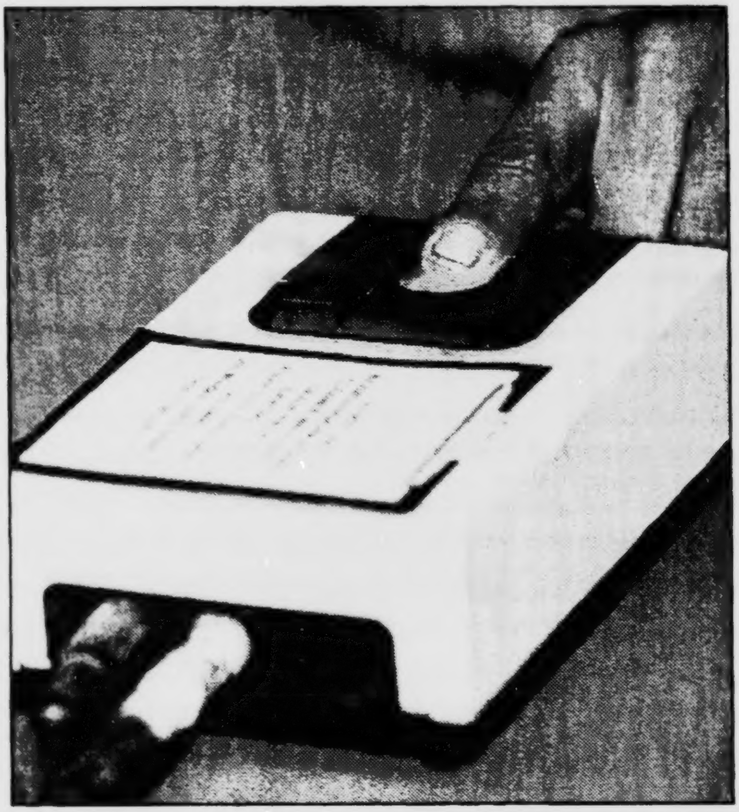
You should call first and find out what kind of information the court requires to issue a disposition. Generally, the courts require identification, name, date of birth, date of the arrest, and a case number. The fees for certified dispositions are usually from $5.00 to $15.00. To obtain a disposition by mail, call the records department of the court and ask for the requirements.

Sometimes the court may have already destroyed the record. Courts are only required to keep records for a specific period of time and generally destroy old records once that period of time has expired. In this case, you should get a "certified notice of non-existence" from the arresting law enforcement agency (police department) and court. Remember, although erased at the local level, the FBI and the state will still have the record.

Other Sources for Records

For arrests where no charges were filed, you may need to get a document from the police department where you were arrested. In most areas, a record of any arrest is called the Access and Review report. The police station takes your fingerprints to produce the Access and Review report. This report can help find an unknown case number when the court cannot find your disposition. If the Access and Review search produces no record, the police department should provide a letter stating that no arrests were found.

You can also get a copy of your state criminal record. Contact your local law enforcement agency's information officer to request the mailing and charge information. The state record will not contain federal arrests or convictions from other states.



The FBI fingerprint search will show all arrests, regardless of the seriousness of the crime, the state where it was committed, guilt or innocence, or length of time since the arrest.

TIPS FOR INTERVIEW PREPARATION

Test Preparation

You should know the interview information so well that you do not have to think very hard to remember it. Review the following materials:

- 100 Questions on U.S. History and Government (See Chapter 5, Attachment B)
- Completed N-400
- Tips During the Interview (See page 211)
- Sample Interview (See page 217)

Test review classes may be offered through a community agency or adult school.

Dressing for the Interview

You should wear clothes that are clean and pressed. This shows respect for the INS officer. Men can wear a shirt and pants; women a blouse or sweater with a skirt or pants. It is important that your clothes are comfortable as you may have to wait a long time for your interview.

Transportation to the Interview

Arrive early. Know the exact location in advance to avoid getting lost. If you are driving, remember to plan extra time for rush hour traffic, the possibility of road construction, and difficulty finding a parking space.

Self-Confidence

Everyone is nervous at the citizenship interview. It is an important day in your life. People do better when they are relaxed. Believe in your abilities by remembering what you have accomplished since arriving in the United States and what you have contributed to this country.

PEOPLE YOU CAN BRING TO THE INTERVIEW

An Interpreter

You can bring your own interpreter with you if you qualify for the exemption that allows you to use your native language at the interview. Your interpreter can be someone from a community agency, a friend, or a family member. INS may accept your interpreter, provide a different interpreter, or use a telephone interpreter service. You can also request in advance to use your own interpreter as an accommodation for a disability. This will ensure that the interpreter is someone you feel comfortable with or who speaks your dialect.

You may want to talk with your interpreter ahead of time to agree on how certain difficult words will be translated. For example: permanent resident, Bill of Rights, and judiciary.

Both the applicant and the interpreter take the oath to tell the truth at the beginning of the interview. This is an oath under the law and must be respected.

If the INS officer suspects that the interpreter is breaking any rules, he or she will be asked to leave and INS will provide another interpreter. Your interview may be rescheduled.

Advice to interpreters:

- Translate exactly what the INS officer or applicant says. Do not coach, add anything, or explain. Do not give helpful hints to the applicant during the interview.
- Speak only when interpreting. When not interpreting, sit quietly. Do not ask questions or interfere with the interview in any way.

A Lawyer or Accredited Representative

You can be represented at the interview only if you sent a *Notice of Entry of Appearance as Attorney or Representative* (Form G-28) with your application or you bring the G-28 to the interview.

See Chapter 3, page 53 for more information.

Your representative can:

- privately consult with you where INS cannot hear the conversation;
- object to inappropriate questions that invade your right to privacy or should not be asked because they are not relevant to naturalization;
- be your legal advocate and point out where the INS officer may be wrong in how he or she is interpreting the facts of the law;
- talk to the Supervisor of Naturalization if the officer is not behaving appropriately or makes a mistake in interpreting the facts of the law that he or she is unwilling to correct; and
- explain your accommodation needs to the INS officer at the beginning of the interview.

A Family Member or Agency Staff Person

If you have a disability, illness, or are elderly, you may request as an accommodation to bring a family member, legal guardian, or community agency staff person with you. The person can support your special physical or emotional needs.

See Chapter 7, page 238 for more information on accommodations.

DESCRIPTION OF THE INTERVIEW

Tips During the Interview

Know Your INS Officer by Name and Badge Number

It is important to always ask the officer for his or her name and badge number. Write this down and take it home with you. This will allow you to follow up with any specific problems or complaints.

Eye Contact

Look into the eyes of the INS officer when you talk to show you are honest. Direct eye contact is generally expected in the United States.

How to Speak

Talk clearly so that the INS officer can understand you. Do not speak very soft or very loud. Likewise, do not speak too fast or too slow.

How to Answer Questions

Answer only the questions asked of you. Answer the questions briefly, honestly, and directly.

Your Posture

Sit up straight and proud during the interview. This shows the INS officer you are confident. It can also help you feel more confident about yourself.

What to Say if You Do Not Understand a Question

Please, can you repeat that?
Please, can you speak louder?
Please, can you speak slowly?
Please, can you repeat that in different words?

When Your INS Officer is Not Friendly

Sometimes an INS officer will appear rude or unfriendly. Sometimes this is his or her way to be professional. Do not let the attitude of the officer get in the way of your doing well. If the officer is very rude, you may want to complain to the supervisor.

What to Say if You Cannot Remember the Answer to a Question

Let me think about it for a moment. I'm sure I can answer that question.

I studied a lot, but I can't remember the answer to that question now. Can you ask me another one?

When to Respond to Questions

Wait until the INS officer has finished asking you a question to respond. Do not interrupt the officer. However, do not wait too long because the officer may think you do not speak English or know the answer. Let the officer know if you need time to think about it.

INS Officer: Expectations and Problems

What You Should Expect of Your INS Officer

You should expect your officer to be professional and courteous, to be fair and consistent, and to follow standard procedures and the law. If asked, your officer should tell you his or her name and badge number, repeat questions, and allow you to speak to a supervisor.

What Your INS Officer Should Expect of You

You should treat the INS officer with courtesy and respect, be prepared for your test, have your documents available, and follow your INS officer's instructions. If your case is denied or continued, be polite and ask for details of what you should do next.

What to Do if You Have Problems During the Interview

You should request to speak with a supervisor if your INS officer:

- wrongly denies your application, misinterpreting law or fact;
- is very rude or insensitive;
- is requesting information that is not appropriate, for example, he or she wants to know why you got public benefits and there is no evidence of fraud; or
- denies your request for reasonable accommodations for a disability.

If a supervisor is unavailable or does not respond, you may write a letter to the INS District Director explaining your complaint in detail. This will not affect your eligibility for naturalization.

You can also use the *Report of Complaint* (Form I-847). This form is a pre-addressed postcard that is sent to INS Headquarters in Washington, D.C. You may order the form from the INS Forms Line at 1-800-870-3676.

If you file a complaint, INS should confirm that it was received and give you a response.

Beginning the Interview

Truth Oath

The interview generally begins when the INS officer calls your name. The officer or adjudicator will call you to his or her office. You may be asked to remain standing or to stand up and raise your right hand. The INS officer asks you to take an oath that you will tell the truth during your interview.

INS: Please remain standing and raise your right hand. Do you promise to tell the truth and nothing but the truth, so help you God?

You: Yes, I do.

INS: Do you swear that all the information on your application, the documents you submitted and the information you give today is the truth?

You: Yes, I do.

Understanding the Oath

The officer may want to check that you understood the oath. It is a legal agreement to tell the truth. If you lie after taking the oath, you may not be able to be a citizen at this time.

INS: Do you understand what an oath means?

You: Yes, it is a promise to tell the truth.

Checking Identification

The officer will check your identity by asking for your green card, your native country passport, travel document, or another ID (driver's license or state ID).

INS: Can I see your resident alien card, passport, and other types of photo identification?

adjudicator = Someone who officially makes changes or adjustments to your immigration status. *"The INS adjudicator who interviewed me was very kind."*

Small Talk

The officer may talk with you about everyday life. This is called "small talk." The purpose is to see if you understand basic English. Sometimes if you cannot answer basic "small talk" questions, the INS officer will end the interview.

Weather
How's the weather outside?
Is it still raining?
Do you like this weather?

Food
What did you eat for breakfast this morning or for dinner last night?

Transportation
Did you have any problems getting here?
How was the traffic?
How did you get here?
Did you have any problems finding parking?

INS Office
Have you been waiting a long time to talk to me today?
Have you been waiting long?
How long have you been waiting?

Health
How are you feeling today?

Reason for Interview

The officer may ask you a question to see if you understand the reason for your interview.

INS: Why are you here today?

You: I'm here for my citizenship interview and test. I want to become an American citizen.

Reason for Becoming a Citizen

The officer may ask you why you want to become a United States citizen. Do not take this question lightly. Have a serious answer prepared.

INS: Why do you want to become a citizen?

You: I want to vote and bring my family to live in the United States.

Name Change

When you become a United States citizen you can legally change your name. If you do, you will need to fill out Section D in Part 1 of the N-400 application form. If you used the old N-400, you will have to fill out a name change form. The INS officer will give the name change form to you or your legal representative to complete during the interview. You may have to ask for this form if the officer forgets.

INS: You can legally change your name if you take the oath in front of a judge. Do you want to change your name when you become a United States citizen?

You: Yes, I would like to change it please.

A newly married woman may want to keep her family name, change it to her husband's name, or hyphenate it. For example, if Nancy Jones marries Tom Smith, she may be Nancy Jones, Nancy Smith, or Nancy Jones-Smith.

Finishing the Interview

Towards the end of the interview, the officer will often ask you to sign the front of your two naturalization photos. One of these will go on the front of your naturalization certificate.

INS will tell you the results of your interview, whether you passed, failed, or will be continued. If you fail a section, the officer may stop the interview and tell you there is a problem.

See Chapter 3, page 80 for more information.

The Test

INS will give you Form N-652, telling you if you passed or failed the English and civics tests. If you failed, you will be tested later only on the sections you failed, not the whole test.

See Attachment D for a copy of Form N-652.

Case Continued

Sometimes INS will tell you to come back for a second interview because you need to bring additional documents. INS will give you Form N-14, telling you what additional information you need. You may be asked to mail the papers or to bring them to your next interview. Only mail copies, not the originals. Include certified English translations when necessary.

See Attachment E for a copy of Form N-14.

Case Withdrawn

Sometimes INS will ask you if you want to withdraw your application. Usually this is because you do not meet one of the requirements. For example, your English is too limited or you do not meet the residency requirement.

See Chapter 3, page 81 for a sample withdrawal request.

Case Denied

You will receive a written notice explaining why you were denied. In this case you will have to appeal or re-apply when eligible.

See Attachment F for a sample denial notice.

SAMPLE INTERVIEW

INS: How are you today?

You:

INS: Have you been waiting long?

You:

INS: Did you have any problems getting here this morning?

You:

INS: OK. Let's begin the interview. Please stand up and raise your right hand. Do you promise to tell the truth and nothing but the truth so help you God?

You:

INS: You may sit down.

You:

INS: Do you know what an oath is?

You:

INS: Now may I see your resident alien card, passport and all other identification you brought with you today?

You:

INS: Do you understand why you are here today?

You:

INS: Why do you want to become an American citizen?

You:

INS: By law you can change your name when you become naturalized. Would you like to change your name?

You:

INS: Now we're going to go over your N-400 to see if there have been any changes since you submitted it to the Immigration and Naturalization Service. Do you still live at the same address?

You:

INS: What is your name?

You:

INS: What is your birthday?

You:

INS: Where were you born?

You:

INS: What was your port of entry?

You:

INS: When did you become a permanent resident?

You:

INS: How many times have you left the United States since you became a permanent resident?

You:

INS: Were any of your trips for six months or more?

You:

INS: What were your reasons for leaving the country?

You:

INS: How long have you lived at your current address?

You:

INS: Are you still working?

You:

INS: Where?

You:

INS: Are you still married?

You:

INS: What is the total number of children born to you?

You:

INS: Have you ever been a member of the Communist Party?

You:

INS: Do you pay your taxes to the government every year?

You:

INS: Have you paid the IRS everything you owe?

You:

INS: Have you ever been deported by the INS?

You:

INS: Did you ever say you were a United States citizen?

You:

INS: Are you currently under deportation proceedings?

You:

INS: Do you believe in the Constitution and form of government of the United States?

You:

INS: Will you help defend America?

You:

INS: Are you willing to take the full Oath of Allegiance to the U.S.?

You:

INS: Do you believe in democracy?

You:

INS: Will you fight for America?

You:

INS: Are you a member of any organization?

You:

INS: Now, I'm going to ask you a few questions about United States history and government. How many states are there in the United States?

You:

INS: Which president freed the slaves?

You:

INS: Name one benefit of being a United States citizen.

You:

INS: Who has the power to declare war?

You:

INS: Who was Martin Luther King, Jr.?

You:

INS: How many times may a president be re-elected?

You:

INS: Name three rights or freedoms guaranteed by the Bill of Rights.

You:

INS: Name one senator from this state.

You:

INS: Who is the vice-president of the United States today?

You:

INS: How many stripes are there on the flag?

You:

INS: Can you please read these sentences out loud.

You:

INS: Now I'm going to dictate a sentence to you. Please write it here. "I want to be an American citizen."

You:

INS: Good, please sign your name here. We will send you a notice for your swearing-in ceremony in the mail.

You: Does this mean I'm approved?

INS: Yes. Congratulations.

NAME (Last in CAPS) (First) (Middle)

I AM IN THE UNITED STATES AS:
☐ Visitor ☐ Permanent Resident
☐ Student ☐ Other . . . . (Specify)

COUNTRY OF CITIZENSHIP

DATE OF BIRTH

COPY NUMBER FROM ALIEN CARD

A

PRESENT ADDRESS (Street or rural route) (City or Post Office) (State) (ZIP Code)

(IF ABOVE ADDRESS IS TEMPORARY) I expect to remain there ____ years ____ months

LAST ADDRESS (Street or rural route) (City or Post Office) (State) (ZIP Code)

I WORK FOR OR ATTEND SCHOOL AT: (Employer's Name or Name of School)

(Street Address or rural route) (City or Post Office) (State) (ZIP Code)

PORT OF ENTRY INTO U.S.

DATE OF ENTRY INTO U.S.

IF NOT A PERMANENT RESIDENT, MY STAY IN THE U.S. EXPIRES ON: (Date)

SIGNATURE

DATE

AR-11 (Rev. 09/18/00)Y GPO : 1994 O - 152-123 OMB No. 1115-0003

ALIEN'S CHANGE OF ADDRESS CARD

THIS CARD IS TO BE USED BY ALL ALIENS TO REPORT CHANGE OF ADDRESS WITHIN 10 DAYS OF SUCH CHANGE.

REQUIRED BY SEC 265 I & N ACT (8 USC 1305) DATA USED BY INS FOR STATISTICAL & RECORD PURPOSES & MAY BE FURNISHED FEDERAL, STATE, LOCAL & FOREIGN LAW ENFORCEMENT OFFICIALS INEXCUSABLE FAILURE TO REPORT PUNISHABLE BY FINE OR IMPRISONMENT AND/OR DEPORTATION.

This card is, not evidence of identity, age, or status claimed.

Public Reporting Burden. Under the Paperwork Reduction Act, an agency may not conduct or sponsor an information collection and a person is not required to respond to an inofrmation collection unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. Often this is difficult because some immigration laws are very complex. This collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including for reducing this burden to: Immigration and Naturalization Service, 425 I Street, N.W., Room 4034, Washington, DC 20536; OMB No. 1115-0003.

U.S. DEPARTMENT OF JUSTICE
Immigration and Naturalization Service
HQ REC
ULLICO 3rd Floor
Washington, D.C. 20536

AFFIDAVIT FOR MARRIAGE CERTIFICATE

FULL NAME OF HUSBAND : ______________________________
DATE OF BIRTH : ______________________________
PLACE OF BIRTH : ______________________________
FATHER'S NAME : ______________________________
MOTHER'S NAME : ______________________________

FULL NAME OF WIFE : ______________________________
DATE OF BIRTH : ______________________________
PLACE OF BIRTH : ______________________________
FATHER'S NAME : ______________________________
MOTHER'S NAME : ______________________________

DATE OF MARRIAGE : ______________________________
PLACE OF MARRIAGE : ______________________________

TESTIMONY:

I,______________________________, a ______________________ (immigration status), # __________ born on_____/____/____ in______________________________, residing at ________________________, do hereby affirm under penalty of perjury that all the information stated above for __________________________, whose relationship to me is that of ____________________, is true and correct to the best of knowledge.

SIGNED ______________________________

STATE OF CALIFORNIA
COUNTY OF SAN DIEGO

On ______/ _____/_____, before me, the undersigned, a Notary Public in and for this state, personally appeared ______________________________ known to me or satisfactorily proven, to within instrument and acknowledged that he/she executed the same.

SIGNED ______________________________
Notary Public

Selective Service System
http://www.sss.gov

March 22, 1999

SIL
Mr. Lindsay Calvin Johnson
Rt. 1 Fall Branch Rd.
Blountville, TN 37617

Dear Mr. Johnson:

We have received your inquiry concerning your eligibility for a right, benefit, or privilege which is subject to your registration with the Selective Service System. A search of our files, and an examination of the information you provided reveal that you were required to register with Selective Service, but have not registered.

Section 12(g) of the Military Selective Service Act (50 App. U.S.C. 462(g) reads as follows:

> "(g) A person may not be denied a right, privilege, or benefit under Federal law by reason of failure to present himself for and submit to registration under section 3 (of the Military Selective Service Act) if--
>
> (1) the requirement for the person to so register has terminated or become inapplicable to the person; and
>
> (2) the person shows by a preponderance of the evidence that their failure to register was not a knowing and willful failure to register.

SAMPLE

The purpose of this provision is to clarify that a non-registrant is not to be denied any Federal benefit if he can demonstrate that his failure to register was not knowing or willful.

Any explanation to justify your failure to register must be made to the agency administering the right, benefit, or privilege you seek. You should submit this letter to them for consideration along with a copy of any documentation you believe may be helpful to your case. The final decision regarding your eligibility is within the authority of that agency.

Sincerely,

Lyle A. Wilkes
Director, Data Management Center

pgm/pgm
431-35-6054
RD:LXDB R 6/98

U.S. Department of Justice
Immigration and Naturalization Service

Naturalization Interview Results

A#: ____________________________

On ________________, you were interviewed by INS Officer ____________________________

☐ You passed the tests of English and U.S. history and government.

☐ You passed the test of U.S. history and government and the English language requirement was waived.

☐ The Service has accepted your request for a Disability Exception. You are exempted from the requirement to demonstrate English language ability and/or a knowledge of U.S. history and government.

☐ You will be given another opportunity to be tested on your ability to ______speak / ______read / ______ / write English.

☐ You will be given another opportunity to be tested on your knowledge of U.S. history and government.

☐ Please follow the instructions on the Form N-14.

☐ INS will send you a written decision about your application.

☐ You did not pass the second and final test of your ______ English ability / ______ knowledge of U.S. history and government. You will not be rescheduled for another interview for this N-400. INS will send you a written decision about your application.

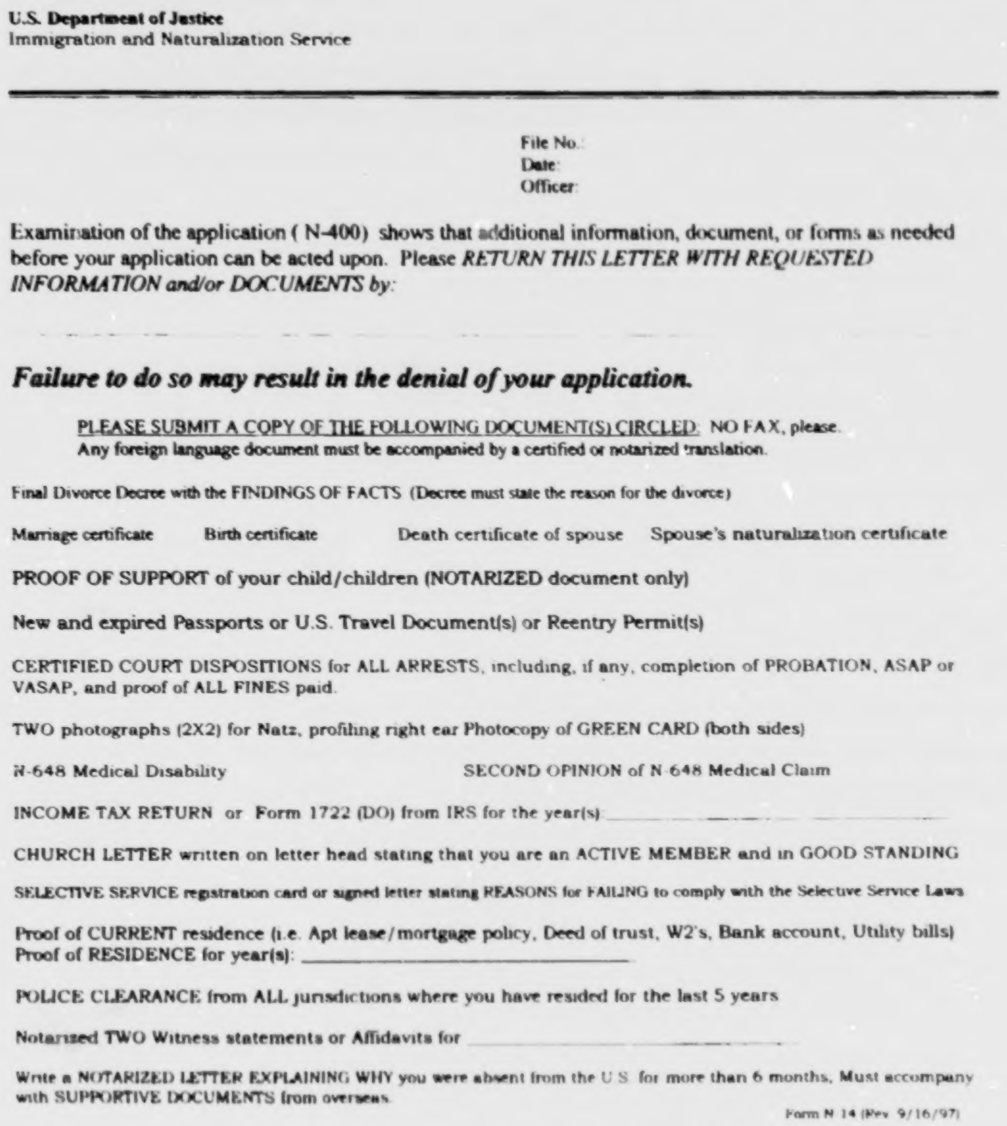
A)________Congratulations! Your application has been recommended for approval. At this time, it appears that you have established your eligibility for naturalization. If final approval is granted, you will be notified when and where to report for the Oath Ceremony.

B)_________A decision cannot yet be made about your application.

It is very important that you:

- ✓ Notify INS if you change your address.
- ✓ Come to any scheduled interview.
- ✓ Submit all requested documents.
- ✓ Send any questions about this application in writing to the officer named above. Include your full name, A-number, and a copy of this paper.
- ✓ Go to any oath ceremony that you are scheduled to attend.
- ✓ Notify INS as soon as possible in writing if you cannot come to any scheduled interview or oath ceremony. Include a copy of this paper and a copy of the scheduling notice.

N-652 (Rev. 03-31-00)Y
*U.S. GPO 2000-579-507/11087



U.S. Department of Justice
Immigration and Naturalization Service

File No.:
Date:
Officer:

Examination of the application (N-400) shows that additional information, document, or forms as needed before your application can be acted upon. Please *RETURN THIS LETTER WITH REQUESTED INFORMATION and/or DOCUMENTS by:*

Failure to do so may result in the denial of your application.

PLEASE SUBMIT A COPY OF THE FOLLOWING DOCUMENT(S) CIRCLED: NO FAX, please.
Any foreign language document must be accompanied by a certified or notarized translation.

Final Divorce Decree with the FINDINGS OF FACTS (Decree must state the reason for the divorce)

Marriage certificate Birth certificate Death certificate of spouse Spouse's naturalization certificate

PROOF OF SUPPORT of your child/children (NOTARIZED document only)

New and expired Passports or U.S. Travel Document(s) or Reentry Permit(s)

CERTIFIED COURT DISPOSITIONS for ALL ARRESTS, including, if any, completion of PROBATION, ASAP or VASAP, and proof of ALL FINES paid.

TWO photographs (2X2) for Natz, profiling right ear Photocopy of GREEN CARD (both sides)

N-648 Medical Disability SECOND OPINION of N-648 Medical Claim

INCOME TAX RETURN or Form 1722 (DO) from IRS for the year(s): ____________

CHURCH LETTER written on letter head stating that you are an ACTIVE MEMBER and in GOOD STANDING

SELECTIVE SERVICE registration card or signed letter stating REASONS for FAILING to comply with the Selective Service Laws

Proof of CURRENT residence (i.e. Apt lease/mortgage policy, Deed of trust, W2's, Bank account, Utility bills)
Proof of RESIDENCE for year(s): ____________

POLICE CLEARANCE from ALL jurisdictions where you have resided for the last 5 years

Notarized TWO Witness statements or Affidavits for ____________

Write a NOTARIZED LETTER EXPLAINING WHY you were absent from the U.S. for more than 6 months, Must accompany with SUPPORTIVE DOCUMENTS from overseas.

Form N-14 (Rev. 9/16/97)

U.S. Department of Justice
Immigration and Naturalization Service

Refer to this File No.: A

333 Mt. Elliott Street
Detroit, MI 48207

Date: February 12, 2000

Hamtramck, Mi 48126

DECISION

On 07 September, 1999, you appeared for an examination on your application for naturalization, which was filed in accordance with Section 312 of the Immigration and Nationality Act. At that time you were unable to demonstrate an ability to speak, read, and write the English language nor were you able to show a knowledge and understanding of the history and government of the United States. Furthermore the N-648 request for a medical waiver which you presented was deemed by the Service to be insufficient. At that time you were scheduled for a reexamination, and issued form N-648B, requesting further information from your doctor.

Pursuant to the investigation and examination of your application it is determined that you are ineligible for naturalization for the following reason(s):

> During your interview on 07 September, 1999, you were unable to complete the requirements for literacy, and knowledge of government and history. You were given notice to appear on 08 November, 1999 for a re-examination. During the reconsideration of the N-648 on 08 November, 1999, it was deemed that the evidence submitted was still insufficient to grant a waiver of the requirements to speak, read and write the English language and to show a knowledge and understanding of the government and history of the United States. Therefore it must be concluded that you were unable to meet the literacy and government and history requirements, as you were unable to demonstrate an ability to do so.

Section 312 of the Immigration and Nationality Act states, in pertinent part:

> " No person except as otherwise provided in this subchapter shall hereafter be naturalized as a citizen of the United States upon his or her own application who can not demonstrate...(1) an understanding of the English language, including an ability to read, write, and speak words in ordinary usage in the English language...and (2) a knowledge and understanding of the fundamentals of the history, and of the principles and form of government of the United States."

Section 312.5(a), Title 8, Code of Federal Regulations states:

> " An applicant for naturalization who fails the English literacy or history and government test at the first examination will be afforded a second opportunity to pass the test(s) within 90 days after the first examination."

You were afforded two opportunities to demonstrate an understanding of the English language and a knowledge of United States government and history but you were unable to do so. Accordingly your application is denied. This decision is made without prejudice toward the filing of a new application in the future. It is noted that you may be eligible to apply for naturalization again on or after the date of this denial.

If you desire to request a review hearing on this decision pursuant to Section 336(a) of the Act, you must file a request for a hearing within 30 days of the date of this notice. If no request for hearing is filed within the time allowed, this decision is final. A request for hearing may be made to the District Director, with the Immigration and Naturalization Service office which made the decision, on Form N-336, Request for Hearing on a Decision in Naturalization Proceedings under Section 336 of the Act, together with a fee of **$110.00**. A brief or other written statement in support of your request may be submitted with the Request for Hearing.

Any questions which you have may be answered by the Service office nearest your residence, or at the address shown in the heading to this letter.

Sincerely,

Carol Jenifer

Carol Jenifer
District Director

Personal service this date:

____
Signature of Recipient

Enclosure(s)
N-336

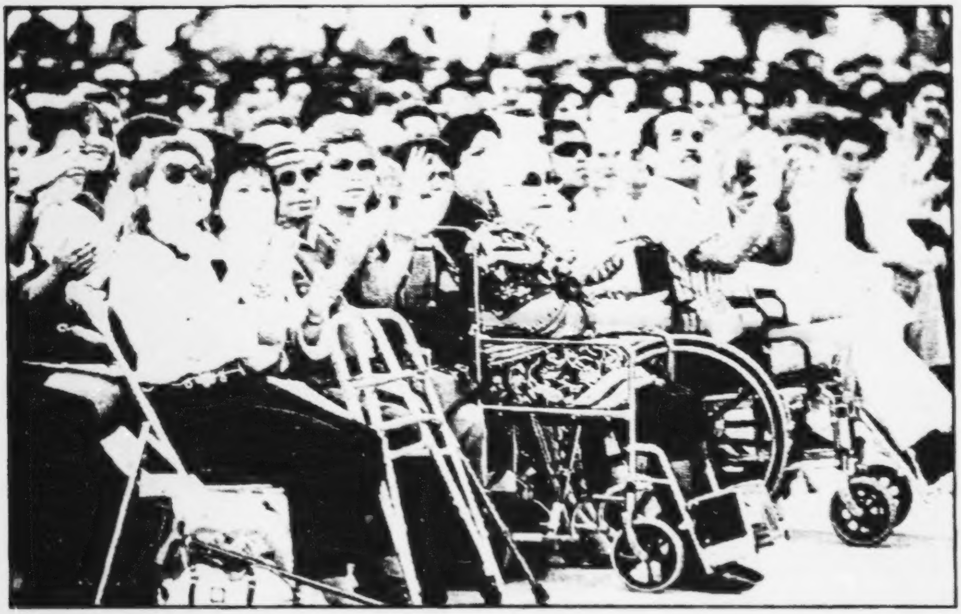
Chapter Seven

The Disability Waiver and Accommodations

Always do right.
This will gratify some people and astonish the rest.
–Mark Twain

In this Chapter:

- English and Civics Testing Exemptions
- Eligibility for the Disability Waiver
- The Disability Waiver Process
- Reasonable Accommodations
- Disability and the Oath of Allegiance



People with disabilities can become citizens.

INS is required to change the normal citizenship procedures for people with disabilities. This chapter outlines what kinds of changes INS may make for people with disabilities and how to request them.

ENGLISH AND CIVICS TESTING EXEMPTIONS

Most applicants must take an English test and a United States history and government (civics) test to become a citizen. However, some people are exempt from one or both of the testing requirements.

Age 50 or Older and Permanent Residence for 20 Years or More

These applicants are exempt from the English requirement and can take the full civics test in their native language.

Age 55 or Older and Permanent Residence for 15 Years or More

These applicants are exempt from the English requirement and can take the full civics test in their native language.

Age 65 or Older and Permanent Residence for 20 Years or More

These applicants are exempt from the English requirement and can take a shorter civics test of 25 questions selected from the list of 100. (Special Consideration)

If you are in one of these categories you are automatically eligible for the English exemption. If INS does not provide an interpreter for your language, you may bring one of your own.

See Chapter 2 page 23 for more information on the exemptions.

Hmong Veterans and Their Spouses

A new law allows certain Hmong veterans and their spouses to receive an exemption from the English requirement and special consideration on the civics test if they apply for citizenship on or before November 26, 2001.

Disability

Applicants who have one or more disabilities which prevent them from learning English and/or civics also may receive an exemption from these tests.

To request a disability exemption, you must submit Form N-648, *Medical Certification for Disability Exception* with your citizenship application. Unlike the age/residence exemptions above, this is not automatic. It requires a decision from INS.

See Attachment A for a copy of Form N-648. A new form is expected in 2002.

exempt = Free from a requirement. *"I am exempt from the English requirement, so I can take the test in my native language."*

ELIGIBILITY FOR THE DISABILITY WAIVER

You must meet the following requirements in order to apply for the disability waiver.

- INS will consider a single physical or developmental disability or mental impairment, a combination of disabilities or impairments, or a reaction from a drug you must take for a disability.
- The disability must be permanent, lasting or expected to last at least 12 months.
- You must have a type of disability that prevents you from learning English and civics. Not all disabilities qualify for a waiver. INS does not automatically recognize a disability status from another government agency. A separate decision is required. For example, you may be eligible to receive SSI for a disability, but fail to be eligible for a disability waiver.
- You must be unable to pass the tests even with reasonable accommodations. All applicants with disabilities have a right to request accommodations. If accommodations alone will not allow you to pass the tests, then you may apply for a waiver.
- A medical doctor (M.D.), osteopath (D.O.) or psychologist (Ph.D.) must be able to diagnose your kind of disability with methods of diagnosis that are recognized by medical professionals. He or she must identify mental disabilities with a diagnostic code from the *Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition*, known as the DSM IV.
- The disability can not be a result of taking illegal drugs such as heroin, cocaine, or marijuana.

Note: Old age and illiteracy alone do not qualify you for a waiver.

diagnosis = The name or description of a medical problem. *"The doctor's diagnosis was dementia."*

Types of Disabilities

In considering your disability, INS looks at:

- the diagnosis or cause of your disability, in detail;
- the connection between your disability and your inability to learn English and civics;
- how your disability affects your daily living activities; and
- the doctor's final opinion that your disability makes you unable to learn English and civics.

Physical disabilities may have side effects that limit learning and memory.
Maria has suffered from several serious chronic health problems for the past 10 years. She has hypertension and heart disease. She has suffered several mild strokes. A recent stroke left her with weakness on one side of her body and difficulty with her memory. For example, she forgets peoples' names and days of the week and needs help remembering to take her medication. These memory problems make it impossible for her to learn new information, including English and civics. However, she wants to become a citizen and is able to express her desire to be one.

Examples of physical disabilities that may alone or in combination cause poor memory and inability to pass the tests: diabetes, long-term hypertension, blindness, deafness, heart disease, cerebral arteriosclerosis, angina, stroke.

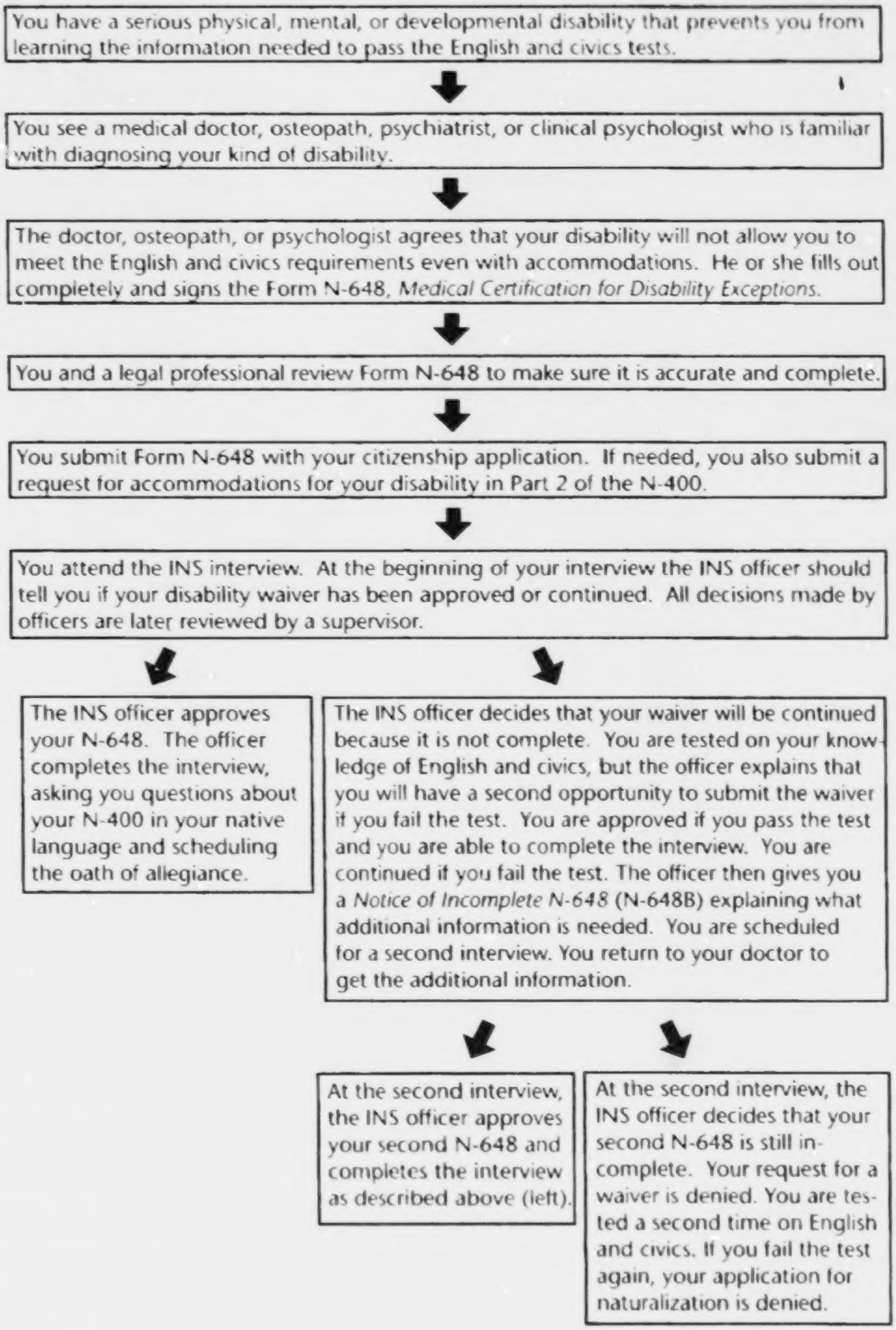
Developmental disabilities are present before age 22. They can be a result of a mental or physical problem or both.
Tam was diagnosed at birth with Down's Syndrome. He did not go to school because no special education was available in his native country. His vocabulary is limited and he has a short attention span. He understands only very simple directions and easily forgets what he just learned. He knows that by becoming a citizen, he can stay in the U.S. permanently with his parents. He is requesting a waiver of the English and civics requirements. He is also requesting accommodations in the form of a modified interview using simple language and yes/no questions.

Examples: mental retardation, Down's Syndrome, autism, cerebral palsy.

Mental impairments limit a person's thinking and perception.
Saad has a history of chronic paranoid schizophrenia. This illness causes him to have severe emotional reactions to people and events. He often believes that people are trying to hurt him. He is unable to remember events as they occurred, substituting a distorted sense of reality. His reading ability is limited by intrusive thoughts. Even with medication, Saad is unable to concentrate enough to learn and express information about English and civics. However, he has expressed a desire to be a citizen.

Examples: schizophrenia, dementia, Alzheimer's disease, chronic depression, bipolar disorder, panic attacks, paranoia, post-traumatic stress disorder.

THE DISABILITY WAIVER PROCESS



You have a serious physical, mental, or developmental disability that prevents you from learning the information needed to pass the English and civics tests.

You see a medical doctor, osteopath, psychiatrist, or clinical psychologist who is familiar with diagnosing your kind of disability.

The doctor, osteopath, or psychologist agrees that your disability will not allow you to meet the English and civics requirements even with accommodations. He or she fills out completely and signs the Form N-648, *Medical Certification for Disability Exceptions.*

You and a legal professional review Form N-648 to make sure it is accurate and complete.

You submit Form N-648 with your citizenship application. If needed, you also submit a request for accommodations for your disability in Part 2 of the N-400.

You attend the INS interview. At the beginning of your interview the INS officer should tell you if your disability waiver has been approved or continued. All decisions made by officers are later reviewed by a supervisor.

See Attachment B for a copy of Form N-648B.

The INS officer approves your N-648. The officer completes the interview, asking you questions about your N-400 in your native language and scheduling the oath of allegiance.

The INS officer decides that your waiver will be continued because it is not complete. You are tested on your knowledge of English and civics, but the officer explains that you will have a second opportunity to submit the waiver if you fail the test. You are approved if you pass the test and you are able to complete the interview. You are continued if you fail the test. The officer then gives you a *Notice of Incomplete N-648* (N-648B) explaining what additional information is needed. You are scheduled for a second interview. You return to your doctor to get the additional information.

At the second interview, the INS officer approves your second N-648 and completes the interview as described above (left).

At the second interview, the INS officer decides that your second N-648 is still incomplete. Your request for a waiver is denied. You are tested a second time on English and civics. If you fail the test again, your application for naturalization is denied.

Professionals Who Can Certify Your Disability

Medical Doctors

Medical doctors have a degree in medicine from a board-certified medical school. They are usually internists or family practice doctors. Family physicians familiar with the patient are often the best professionals to complete the disability waiver.

For some kinds of health problems, your general doctor may recommend that you see a specialist. A specialist is a doctor who focuses on the diagnosis and treatment of certain kinds of diseases.

- Ophthalmologists specialize in eye diseases such as blindness and other vision problems.
- Audiologists specialize in hearing loss problems such as deafness
- Cardiologists specialize in heart diseases such as arteriosclerosis, angina and long-term hypertension.
- Psychiatrists specialize in mental illnesses such as major depression, bipolar disorder, panic attacks, post-traumatic stress disorder and schizophrenia.

Clinical Psychologists

Clinical psychologists have a master's degree or a Ph.D. in psychology or counseling. They can diagnose and counsel for mental illnesses such as major depression, bipolar disorder, panic attacks, post-traumatic stress disorder, and schizophrenia, but they cannot prescribe medicine because they are not medical doctors.

Doctors of Osteopathy

Osteopaths have medical training that combines traditional and chiropractic medicine. They can be generalists or specialists in a particular area of medicine.

Note: The medical doctor, osteopath, or clinical psychologist must be certified to practice in his or her state and must submit the board certification number when completing the disability waiver form.

Completing the Form N-648

How can I get a disability waiver form? You can call the INS Forms Line at 1-800-870-3676 or TDD: 1-800-767-1TDD or download the form from the internet at http://www.ins.usdoj.gov. You can also go to your INS district office or an immigration service provider.

Who should fill out my disability waiver? Make sure that a certified medical doctor, osteopath, or psychologist fills out your form. He or she must be experienced in diagnosing people with your kind of disability and know your health history. It is best if the medical professional is someone you have seen more than once as a patient.

Be careful about doctors who make promises. There is no guarantee that your waiver will be accepted by INS. Also, you should be aware that INS is suspicious of "look alike" waivers from the same doctor and will often reject them.

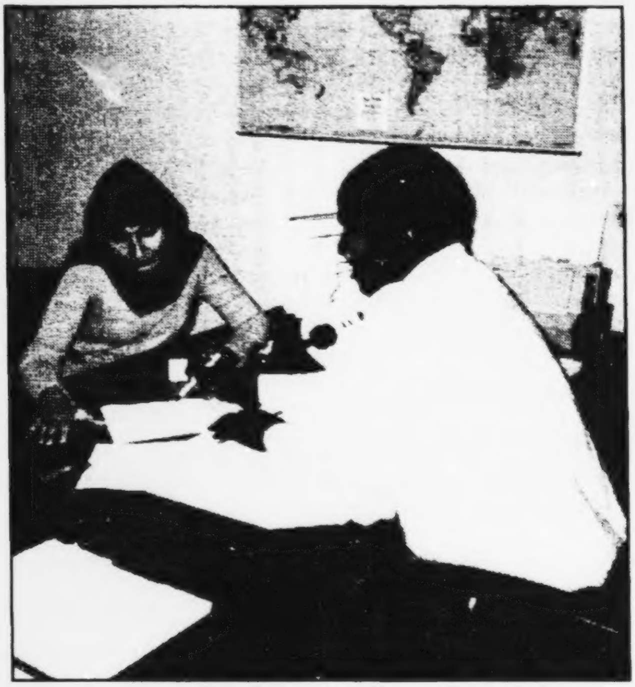
Note: Unlike the physical exam for adjustment to lawful permanent resident, it is not necessary to see a government civil surgeon.

Will I have to pay to have the form filled out? There is no INS filing fee for the N-648 because it is part of the N-400 application for citizenship. However, some doctors may charge for an office visit and any tests needed to diagnose your disability and complete the form. Submitting an incomplete form to INS and having it rejected will cause the applicant to return to the doctor and may increase the cost.

What do I need to do before the doctor fills out the form? You need to fill out the top part of the form and sign your name on it. By signing your name you are giving your doctor, osteopath, or psychologist permission to provide information about your physical and mental health to INS.

If you are unable to sign your name, INS will accept a mark for your signature as an accommodation. Also, you can have a legal guardian or a family member with legal guardian status sign his or her name on the N-648. However, a legal guardian can not sign the N-400 or the Certificate of Naturalization on your behalf.

What do I need to tell the medical professional about the form? It is very important to tell your doctor that you are requesting an exemption from the testing requirements and that he or she must explain the cause, connection, and consequences of your disability on the form. It is not enough to simply give the diagnosis. INS will not accept the form if it is filled out wrong or difficult to read. You can talk to a nurse, medical secretary, or social worker in the doctor's office about the form. You can also give him or her a letter with instructions on how to fill out the N-648. You do not have to do this by yourself. An advocate can help you.



advocate = A person who supports you by communicating your needs and interests.
"I asked an advocate to review my N-648."

After Completing the N-648

Review the Disability Waiver

Review the N-648 with your doctor to make sure it is completed accurately before submitting it to INS. Ask your doctor to explain the answers. No space should be left blank or unanswered. If the form is handwritten, the writing must be clear and easy to read. Question number three is the most critical. The explanation must clearly describe how the disability prevents you from learning English and civics. It is advisable to seek assistance from a legal professional such as an immigration lawyer or BIA accredited representative to ensure that the N-648 is complete.

Note: You have only two opportunities to submit a complete, legible N-648 with all the required information.

Make a Copy of the Disability Waiver

Make a copy of the N-648 before you send it to INS and keep it in your records. Bring your copy to the interview. Keeping a copy is important in case it is rejected and you need a legal professional or doctor to review it with you.

Make Sure Your N-400 and N-648 Agree

If you are asking for a waiver from the English requirement, be sure to answer "yes" for the question, “Are you requesting a waiver of the English and/or U.S. History and Government requirements?” in Part 3 of your N-400. Otherwise, this is an inconsistency, causing confusion for INS.

Mail the N-648 with Your N-400 Package

Send the disability waiver with the N-400 package, including photographs, payment, a copy of your green card, and any accommodations request.

REASONABLE ACCOMMODATIONS

INS Obligations Under the Law

According to the law (Section 504 of the Rehabilitation Act) INS must give reasonable accommodations or modify its policies for people with disabilities throughout the citizenship process. All disabled applicants have a right to request accommodations, regardless of whether or not they have requested a disability waiver. The law also says that federal agencies such as INS cannot discriminate against people with disabilities by not providing reasonable accommodations.

Definition of Reasonable Accommodations

Reasonable accommodations are changes in the citizenship process to reduce any disadvantages an applicant might have as a result of a disability. For example, someone using a wheelchair may need accommodations to enter the building and interview room. Accommodations, however, do not remove requirements under immigration law.

How to Request Accommodations

Complete Section I in Part 3 of the N-400 application. Unlike the disability waiver, you are *not* required to submit a letter from your doctor. Make a copy of the N-400 before mailing it and bring the copy to the interview. If you do not include your accommodations request in the N-400, you can write a letter to INS explaining what accommodations you need and why. Send the letter to your local INS office after you receive an interview appointment so INS has enough time to make any necessary arrangements for your accommodations, such as finding a sign language interpreter. Be sure to bring a copy of the letter to your interview. It is often helpful to get an advocate to ensure that your accommodations are provided.

See Attachment C for a sample accommodations request letter.

Example: An applicant born deaf and mute in a country with no special education is unable to read, write, or speak in any language. He uses gestures understood only by family members. He will need a disability waiver for all testing requirements. In addition, he will need accommodations. He will request to bring a family member to the interview to assist in communicating with INS. Also, he will request a modified, or simplified, interview.

Accommodations You Can Request

You can request many kinds of accommodations depending on your needs. For example:

- Provide a wheelchair accessible site.

For more information on using an interpreter see Chapter 6, page 209.

- Provide an interpreter fluent in the language of the deaf, such as American Sign Language (ASL), a foreign sign language, or gestures.

- Use loud speech or a written test for the hearing impaired.

- Give the written test in large print or test orally for the blind applicant.

- Allow a family member, friend, legal guardian, and/or case worker to be at the interview. These individuals may provide moral support, stress reduction, or help re-phrase questions in a way the disabled applicant can understand.

- Conduct the fingerprinting, interview, or oath ceremony at the applicant's residence when travel to the INS office is a hardship.

- Give more time to answer questions on the civics test.

- Phrase questions in simple language or as yes/no questions for the cognitively impaired.

- Allow non-verbal communication, such as blinking, nodding, or tapping a finger or foot in response to questions.

If Your Accommodations Request is Rejected

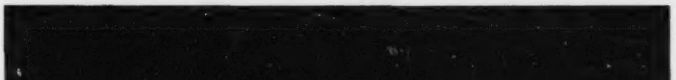
Ask to speak with a supervisor before the interview is over. If the supervisor also rejects your request, continue with the interview as best you can. If you fail two interviews and are denied, you can appeal as you would any denial of citizenship.

See Chapter 3, page 82 for more information about appeals.

When denied without accommodations given, you may file a complaint against INS for discrimination based on your disability. The complaint is done in addition to your appeal as it is a separate process. The complaint filed is called a "Section 504" civil rights complaint.

These are some examples of unfair treatment that may violate Section 504 of the Rehabilitation Act:

- You are deaf and INS will not accept your choice of a sign language interpreter.
- You are blind and INS will not allow you to bring an escort into the interview room.
- You are bedridden due to a serious illness and INS will not go to your home.
- You are developmentally disabled and the INS officer will not provide a simplified test and give you the extra time you need to answer the civics questions.



Filling Out the Section 504 Complaint Form

See Attachment D for a sample Section 504 complaint form.

On the question about your disability, you can identify your disability by stating the type or describing how the disability affects you. For instance, you may write "mental retardation" or "Due to my mental retardation I am more comfortable with strangers in formal settings when a family member is with me."

On the question about when the discrimination happened, write the date you were treated unfairly and the location where it happened.

On the question about what happened, explain why you believe you were treated unfairly because of your disability. You can add additional pages to give more details about what happened.

It is advisable to have a lawyer, BIA accredited representative, or disability advocate review the complaint before submitting it.

Where to Mail the Complaint Form

- Mail your original complaint to:

  Department of Justice
  Civil Rights Division
  950 Pennsylvania Avenue, NW
  Washington, D.C. 20530

- Mail one copy of your complaint to the District Director of your local INS office.
- Mail another copy to:

  Executive Associate Commissioner
  INS Headquarters
  425 "I" Street NW, Room 7100
  Washington D.C. 20536

- Make another copy for your records. Make a note of the date you mailed the original and copies, and send them by certified mail with a return receipt.

DISABILITY AND THE OATH OF ALLEGIANCE

The Oath Requirement

Federal law says that citizenship applicants, including most disabled applicants, must show that they understand the meaning of the oath. However, there is an exception for certain applicants who are unable to understand or communicate an understanding of the oath because of a severe physical or developmental disability or mental impairment. These severely disabled applicants may apply to INS for an oath waiver.

Applying for an Oath Waiver

Send with the N-400 or bring to the interview a letter explaining the seriousness of the disability and why an oath waiver is needed. A supporting doctor's letter is helpful. A close family member or legal guardian who is caring for the applicant will need to testify to the applicant's desire to be a citizen. The INS officer will evaluate the request at the interview and decide whether to grant the oath waiver. The officer may deny the waiver if he or she determines that the applicant is able to communicate an understanding of the oath. In this case, the applicant, having met the oath requirement, would be approved for citizenship, provided that all the other naturalization requirements were met.

Demonstrating an Understanding of the Oath

Most disabled applicants will not need an oath waiver. They will be able to show a voluntary and meaningful understanding of what it means to become a United States citizen. Depending on the type of disability, a disabled applicant may not understand the standard language of the oath, read as:

> *I hereby declare, on oath, that I absolutely and entirely renounce and abjure all allegiance and fidelity to any foreign prince, potentate, state, or sovereignty of whom or which I have heretofore been a subject or citizen; that I will support and defend the Constitution and laws of the United States of America against all enemies foreign and domestic; that I will bear true faith and allegiance to the same; that I will bear arms on behalf of the United States when required by the law, that I will perform noncombatant service in the armed forces of the United States when required by the law; and that I take this obligation freely without any mental reservation or purpose of evasion, so help me God.*

As necessary, the application's understanding of the oath can be communicated in the simplest form. For example:

- *Do you want to stay in the United States?*
- *Do you want to be a citizen like other people born in this country?*
- *Would you do anything to hurt America?*

The INS officer and advocate should agree on an appropriate modification of the oath-related questions for the disabled applicant. As an accommodation for a non-verbal applicant, the INS officer must accept a physical response to the questions, such as blinking, nodding, or tapping. Also as an accommodation, a family member, legal guardian, or advocate can be allowed to repeat the officer's oath questions directly to the applicant.

If you are unable to leave your home because of a disability or serious illness, you may ask INS to give the oath at your residence. This is another form of an accommodation.

U.S. Department of Justice
Immigration and Naturalization Service

OMB # 1115-0205

Medical Certification For Disability Exceptions

INSTRUCTIONS FOR FORM N-648 MEDICAL CERTIFICATION FOR DISABILITY EXCEPTIONS

Purpose of This Form.

The Immigration and Naturalization Service's (INS) regulations require that applicants seeking an exception from the English and U.S. history and government (civics) requirements for naturalization based on physical or developmental disability or mental impairment submit this certification form, completed by a licensed medical or osteopathic doctor or a licensed clinical psychologist, along with a completed application for naturalization (Form N-400). This certification form will be used by INS to determine whether applicants for naturalization are entitled to an exception to the requirements.

In accordance with the Rehabilitation Act of 1973, INS makes reasonable modifications and/or accommodations to allow individuals with disabilities to participate in testing required for naturalization. Reasonable modifications and/or accommodations may include but are not limited to: Braille test forms, sign language interpreters, or off-site testing. Applicants should be advised that if reasonable modifications and/or accommodations will allow them to demonstrate knowledge of basic English and U.S. history and civics, this medical certification form is not required.

Part I of the form must be completed and signed by the applicant. A legal guardian may sign the Form N-648 authorizing the release of additional medical records to the Service. The form also contains an acknowledged release by the applicant of his or her medical records to include both physical and mental health. Part II of the form must be completed and signed by the licensed medical or osteopathic doctor or licensed clinical psychologist performing the assessment of the applicant. The licensed medical or osteopathic doctor or licensed clinical psychologist is required to attest to the truthfulness of his or her certification under penalty of perjury and agree to release his or her medical records relating to the applicant upon request by the INS.

General Instructions.

Please answer all questions by typing or printing clearly in black ink. Indicate that an item is not applicable with "N/A." If an answer is "none," write "none." If you need extra space to answer any item, attach a sheet of paper with the name of the applicant, the alien registration number (A#), and your complete name including first name, middle name and last name, with appropriate title. Also, indicate the number of the item to which the answer refers.

Additional medical reports may be submitted but they must be limited to not more than two pages, and have the name of the applicant, alien registration number (A#), and your signature on each page of the attachments. Additional medical records may be submitted but will not be accepted as a substitute for complete responses to questions asked on the certification form.

1. You are requested to provide an accurate assessment of the applicant's disability or impairment so INS can determine whether to grant an exception to the English language and history and civics requirements for naturalization.

2. INS requires that the licensed medical doctor or licensed clinical psychologist completing the form for the applicant be experienced in the area of the applicant's disability and able to diagnose the applicant's disability and/or impairments. A certification must be made as to whether the applicant has the ability to learn English and civics sufficient to pass INS' citizenship test. The tests require an ability to speak and write basic English and the ability to answer basic questions about the history and civics of the United States

INSTRUCTIONS FOR FORM N-648 MEDICAL CERTIFICATION FOR DISABILITY EXCEPTIONS

3. All licensed medical or licensed clinical psychologists completing this form must be licensed practitioners in the State where they practice. Medical attestations will be accepted only from the following: licensed medical or osteopathic doctors and licensed clinical psychologists.

4. All forms must be signed, certified and dated by the licensed medical or licensed clinical psychologist. The certification must be filed within six months of its completion and signature.

Penalties.

Both the applicant and the licensed medical or licensed clinical psychologist are required to complete and sign the form under penalty of perjury. All statements contained in response to questions in this certification are declared to be true and correct under penalty of perjury.

Title 18, United States Code, Section 1546, provides in part:

> Whoever knowingly makes under oath, or as permitted under penalty of perjury under Section 1746 of Title 28, United States Code, knowingly subscribes as true, any false statement with respect to a material fact in any application, affidavit, or other document required by the immigration laws or regulations prescribed thereunder, or knowingly presents any such application, affidavit, or other document containing any such false statement - shall be fined in accordance with this title or imprisoned not more than ten years or both.

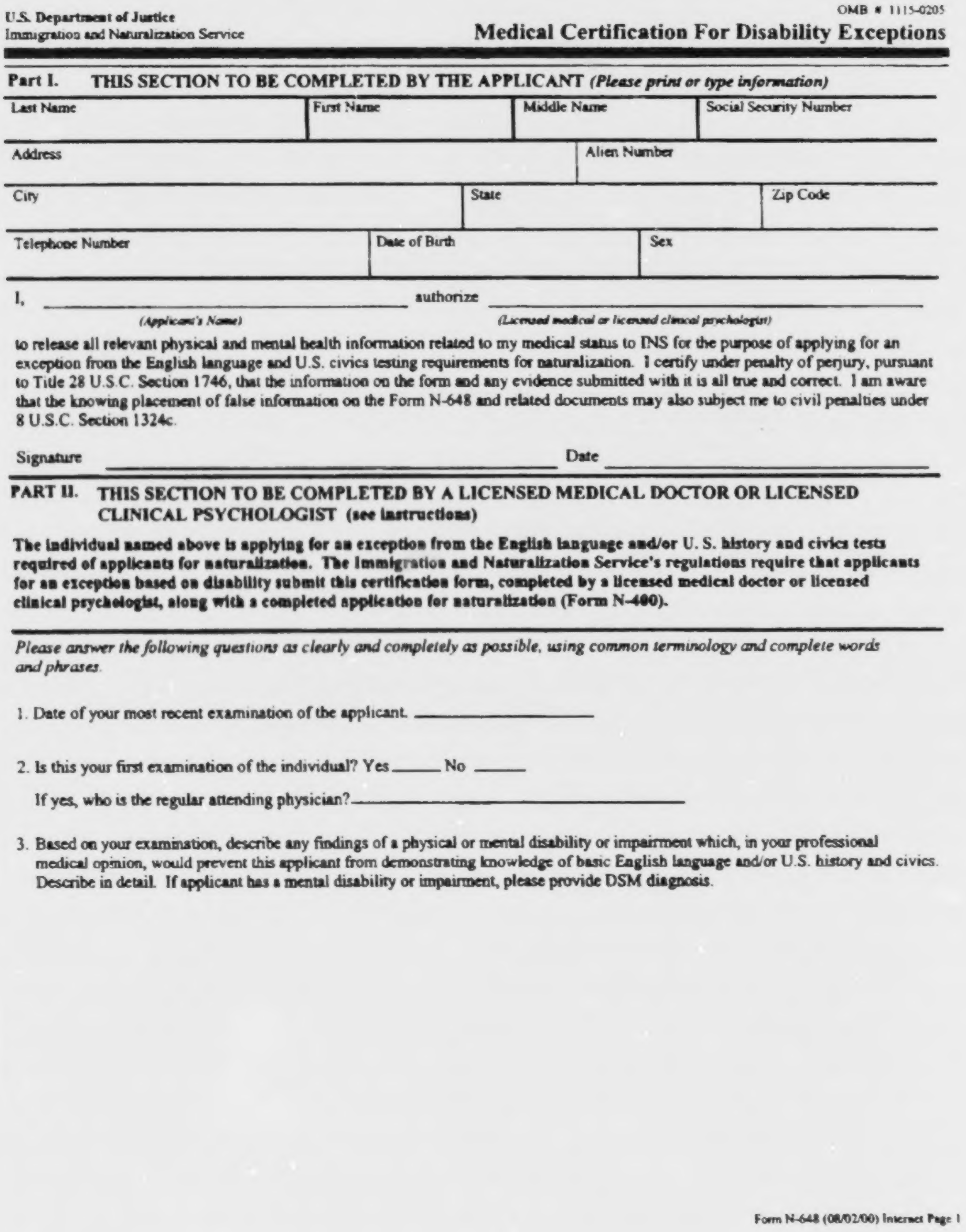
If either the applicant or the licensed medical or licensed clinical psychologist includes in this certification form any material information that the party knows to be false, the applicant and/or licensed medical or licensed clinical psychologist may be liable for criminal prosecution under the laws of the United States.

The knowing placement of false information on the application may subject the applicant and the licensed medical or osteopathic doctor or psychologist to criminal penalties under Title 18 of the United States Code and to civil penalties under Section 274C of the Immigration and Nationality Act, 8 U.S.C. 1324c.

Privacy Act Notice: Authority for the collection of the information requested on this form is contained in 8 U.S.C. 1182(a)(15), 1183A, 1184(a) and 1258. The information will be used principally by the Service to whom it may be furnished to support an individual's application for naturalization under the Immigration and Nationality Act. Submission of the information is voluntary. It may also, as a matter of routine use, be disclosed to other federal, state, local and foreign law enforcement and regulatory agencies. Failure to provide the necessary information may result in the denial of the applicant's request for an exception to the English language and U.S. history and civics requirement in the applicant's naturalization application.

Reporting Burden: A person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. Often this is difficult because some immigration laws are very complex. Accordingly, the reporting burden for this collection of information is computed as follows: 1) learning about the form, 30 minutes; 2) completing the form, 60 minutes; and 3) assembling and filing the application, 30 minutes, for an estimated average of 120 minutes per response. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to the Immigration and Naturalization Service, HQPDI, 425 I Street, N.W Room 4034, Washington, D.C. 20536. **Do Not Mail Your Completed Application To This Address.**

Attachment A



U.S. Department of Justice
Immigration and Naturalization Service

OMB # 1115-0205

Medical Certification For Disability Exceptions

Part I. THIS SECTION TO BE COMPLETED BY THE APPLICANT ***(Please print or type information)***

Last Name	First Name	Middle Name	Social Security Number
Address		Alien Number	
City	State	Zip Code	
Telephone Number	Date of Birth	Sex	

I, ______________________ authorize ______________________
(Applicant's Name) *(Licensed medical or licensed clinical psychologist)*

to release all relevant physical and mental health information related to my medical status to INS for the purpose of applying for an exception from the English language and U.S. civics testing requirements for naturalization. I certify under penalty of perjury, pursuant to Title 28 U.S.C. Section 1746, that the information on the form and any evidence submitted with it is all true and correct. I am aware that the knowing placement of false information on the Form N-648 and related documents may also subject me to civil penalties under 8 U.S.C. Section 1324c.

Signature ______________________ Date ______________________

PART II. THIS SECTION TO BE COMPLETED BY A LICENSED MEDICAL DOCTOR OR LICENSED CLINICAL PSYCHOLOGIST (see instructions)

The individual named above is applying for an exception from the English language and/or U. S. history and civics tests required of applicants for naturalization. The Immigration and Naturalization Service's regulations require that applicants for an exception based on disability submit this certification form, completed by a licensed medical doctor or licensed clinical psychologist, along with a completed application for naturalization (Form N-400).

Please answer the following questions as clearly and completely as possible, using common terminology and complete words and phrases.

1. Date of your most recent examination of the applicant. ______________

2. Is this your first examination of the individual? Yes _____ No _____

   If yes, who is the regular attending physician? ______________________

3. Based on your examination, describe any findings of a physical or mental disability or impairment which, in your professional medical opinion, would prevent this applicant from demonstrating knowledge of basic English language and/or U.S. history and civics. Describe in detail. If applicant has a mental disability or impairment, please provide DSM diagnosis.

Form N-648 (08/02/00) Internet Page 1

4. Did the applicant's disability or impairment result from the illegal use of drugs? If the applicant is developmentally disabled, did this condition first manifest itself before age 22? Please explain.

5. What is the duration of the applicant's disability or impairment? Is it temporary (less than 12 months) or permanent? Explain.

6. Please provide your medical speciality. If you are not specialized, provide your medical experience and other qualifications that permit you to make this assessment.

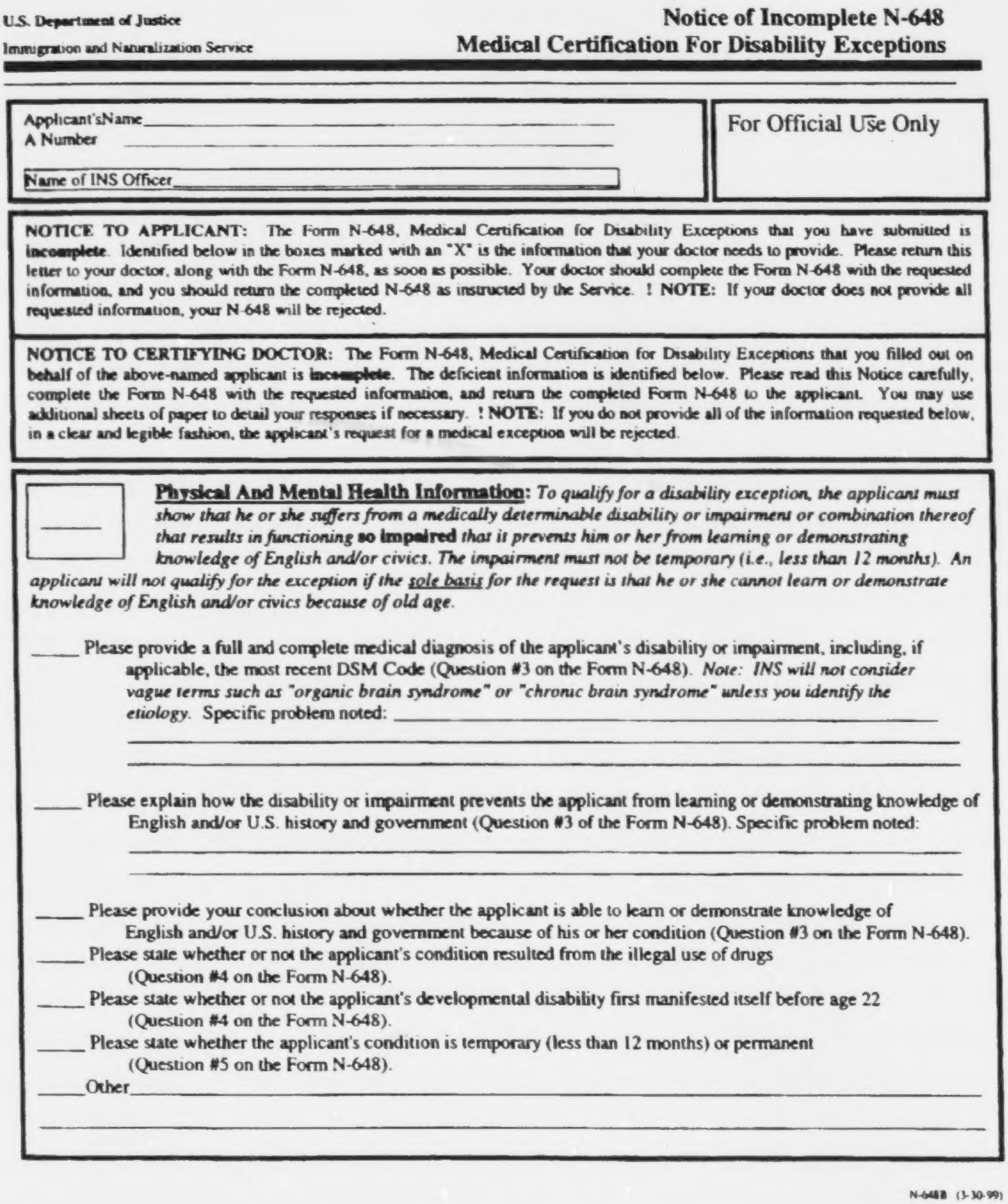
I certify under penalty of perjury, under the laws of the United States of America, that the information on the form and any evidence submitted with it is all true and correct. I agree to release this applicant's relevant medical records upon request from the U.S. Immigration and Naturalization Service. I am aware that the knowing placement of false information on the Form N-648 and related documents may also subject me to civil penalties under 8 U.S.C. Section 1324c.

Signature ______________________________ Date ____________________

Please Type or Print

Last Name	First Name	Middle Name
Business Address	City, State, ZIP Code	Telephone

License Number	Licensing State



U.S. Department of Justice
Immigration and Naturalization Service

Notice of Incomplete N-648
Medical Certification For Disability Exceptions

Applicant'sName_____________________________
A Number _____________________________
Name of INS Officer_____________________________

For Official Use Only

NOTICE TO APPLICANT: The Form N-648, Medical Certification for Disability Exceptions that you have submitted is **incomplete**. Identified below in the boxes marked with an "X" is the information that your doctor needs to provide. Please return this letter to your doctor, along with the Form N-648, as soon as possible. Your doctor should complete the Form N-648 with the requested information, and you should return the completed N-648 as instructed by the Service. ! **NOTE:** If your doctor does not provide all requested information, your N-648 will be rejected.

NOTICE TO CERTIFYING DOCTOR: The Form N-648, Medical Certification for Disability Exceptions that you filled out on behalf of the above-named applicant is **incomplete**. The deficient information is identified below. Please read this Notice carefully, complete the Form N-648 with the requested information, and return the completed Form N-648 to the applicant. You may use additional sheets of paper to detail your responses if necessary. ! **NOTE:** If you do not provide all of the information requested below, in a clear and legible fashion, the applicant's request for a medical exception will be rejected.

☐ **Physical And Mental Health Information:** *To qualify for a disability exception, the applicant must show that he or she suffers from a medically determinable disability or impairment or combination thereof that results in functioning* **so impaired** *that it prevents him or her from learning or demonstrating knowledge of English and/or civics. The impairment must not be temporary (i.e., less than 12 months). An applicant will not qualify for the exception if the sole basis for the request is that he or she cannot learn or demonstrate knowledge of English and/or civics because of old age.*

_____ Please provide a full and complete medical diagnosis of the applicant's disability or impairment, including, if applicable, the most recent DSM Code (Question #3 on the Form N-648). *Note: INS will not consider vague terms such as "organic brain syndrome" or "chronic brain syndrome" unless you identify the etiology.* Specific problem noted: _____________________________

_____ Please explain how the disability or impairment prevents the applicant from learning or demonstrating knowledge of English and/or U.S. history and government (Question #3 of the Form N-648). Specific problem noted:
____

_____ Please provide your conclusion about whether the applicant is able to learn or demonstrate knowledge of English and/or U.S. history and government because of his or her condition (Question #3 on the Form N-648).

_____ Please state whether or not the applicant's condition resulted from the illegal use of drugs (Question #4 on the Form N-648).

_____ Please state whether or not the applicant's developmental disability first manifested itself before age 22 (Question #4 on the Form N-648).

_____ Please state whether the applicant's condition is temporary (less than 12 months) or permanent (Question #5 on the Form N-648).

_____Other_____________________________

N-648B (3-30-99)

_____

Background Information: *You did not provide the requested background information or the background information was not legible.*

_____Please identify the date of your last examination of the applicant (Question #1 on the Form N-648).
_____Please identify if this was your first examination of the applicant and, if it was, the name of the regular attending doctor (Question #2 on the Form N-648).
_____Please identify your medical specialty or the qualifications and experience that permit you to make the assessment on the Form N-648 (Question #6 on the Form N-648).
_____Please sign under penalty of perjury the Form N-648, and identify the date of signing. Note: *You may not use a stamp in place of your original signature.*
_____Please type or print your last name, first name, and middle name on the bottom of page 2 of the Form N-648.
_____Please type or print your business address and telephone number on the bottom of page 2 of the Form N-648.
_____Please type or print your license number and licensing state on the bottom of page 2 of the Form N-648.
_____Other____

- **The following are examples of *incomplete* responses to question # 3 –**

(a) The patient is a 75-year-old female who has hypertension and heart disease. She has suffered at least 2 heart attacks, once in 1996 and in 1997. Last year, she had a cerebral vascular accident (i.e. stroke) with paralysis on the left side. She is unable to learn English and basic U.S. history and civics. *(Note: The doctor failed to articulate how any of the conditions listed affect, for example, the patient's memory, ability to learn new tasks, ability to concentrate, or ability to perform basic mental activities, and therefore failed to show that the applicant's condition has so impaired her functioning that she is unable to learn or demonstrate knowledge of English and/or U.S. history and government.)*

(b) The patient suffers from Down's Syndrome. He should be exempted from the English language and U.S. civics requirements for civics. *(Note: The certifying doctor failed to identify the DSM Code, explain how the condition affects the applicant's ability to learn, and give an ultimate opinion on whether the condition diagnosed prevents the applicant from learning or demonstrating knowledge of English and/or civics.)*

- **The following are examples of *complete* responses to question # 3 –**

(a) The patient is a 75-year-old female who has hypertension and heart disease. She has suffered at least 2 heart attacks, once in 1996 and in 1997. Last year, she had a cerebral vascular accident (i.e. stroke) with paralysis on the left side. The patient's stroke has left her with severe and irreversible neurological damage. Because of the widespread damage to the brain tissue, she has suffered markedly decreased cerebral function and is incapable of remembering, articulating, or learning. In my professional medical opinion, the patient is unable to learn basic English and U.S. history and civics because of her mental and physical condition. *(Note: The certifying doctor identified the diagnosis, explained the effect the condition has on the applicant's ability to learn, and attested that the diagnosed condition prevents the applicant from learning or demonstrating knowledge of English and civics.)*

(b) The patient suffers from Down's Syndrome, DSM Code 318.1, which is a global impairment that affects the patient's cognition, language, and motor skills. Because of the patient's global impairment, he cannot learn new skills and is not capable of reasoning. His memory is deficient, and he is only capable of performing simple daily activities. In my professional medical opinion, the patient is incapable of learning a new language (even basic new words of a new language) and U.S. history and civics because of his mental disability. *(Note: The certifying doctor provided the mental impairment, including the DSM Code, an explanation for how the condition affects the applicant's ability to learn, and a conclusion that the impairment prevents the applicant from learning or demonstrating knowledge of English and civics.)*

N-648B (3 30-99)

To: District Director, Immigration and Naturalization Service

Address:

From:
(Print Applicant's Name)

Alien Registration Number:

Address:

Telephone Number:

RE: ACCOMMODATIONS FOR MY DISABILITY AT MY INS INTERVIEW

I have the following disability:

(Circle one) I am / am not requesting a waiver of the testing requirements based on my disability.

Because of my disability, it is hard for me to:

In accordance with Section 504 of the Rehabilitation Act, please make the following accommodations for me at my INS interview:

Signature: Date:

COMPLAINT AGAINST THE IMMIGRATION AND NATURALIZATION SERVICE FOR VIOLATION OF SECTION 504 - DISCRIMINATION ON THE BASIS OF DISABILITY

Mail to: ______________________________
(District Director, INS District Office)

Executive Associate Commissioner
Immigration and Naturalization Service
425 I Street, NW, Room 7100
Washington, DC 20536

Department of Justice
Civil Rights Division
950 Pennsylvania Avenue, NW
Washington, DC 20530

Complainant: ______________________________
(Name of the person who was subjected to the discrimination)

Alien Registration Number: ______________________________

Address: ______________________________

____

Day Phone: ______________________________

Evening or Message Phone: ______________________________

Respondent: ______________________________
(INS or person who you believe committed the discrimination)

Is the Complaint being sent by someone other than the person who was subjected to the discrimination? __________ If yes, please fill in below:

Name: ______________________________

Relationship: ______________________________

Address: ______________________________

____

Day Phone: ____________________ Evening/Message Phone: ____________________

Disability: ______________________________

____

____

____

When did the discrimination happen? ______________________________

____

____

____

What happened? ______________________________

____

____

____

____

____

____

I swear under penalty of perjury that the foregoing is true and correct. Executed

______________ (date) in ______________________ (city), __________ (state).

____
(Signature)

Chapter Eight

Citizenship for Children

And the loveliest thing there be
comes simply, so it seems to me.
–Edna St. Vincent Millet

In this Chapter:

- Overview
- Acquisition of Citizenship
- Derivation of Citizenship
- Certificate of Citizenship
- Naturalization of Children

Children can be or become citizens through their parents.
Children can automatically become United States citizens, even if they were born outside of the United States. In addition, a United States citizen parent can apply for the naturalization of his or her children. This chapter outlines the different ways people can become United States citizens as children.

OVERVIEW OF CITIZENSHIP FOR CHILDREN

There are three ways a child *automatically* becomes a citizen.

- Birth: Child is born in the United States or its territories.
- Acquisition: Child is born outside of the United States or its territories, but acquires citizenship at birth through a United States citizen parent.
- Derivation: Child becomes a citizen before age 18 on the basis of one parent's citizenship. The parent may be a citizen by birth or by naturalization.

Note: Although citizenship is automatic in these cases, the child may not have proof of citizenship. This is why the child may apply for a United States passport or a Certificate of Citizenship. Both documents are proof of citizenship.

There is one way a child can *apply* to become a citizen.

- Naturalization: Citizen parent applies for a Certificate of Citizenship on child's behalf. Child must complete the naturalization process before age 18.

territories = The current territories of the United States are Puerto Rico, Guam and the Northern Mariana Islands. *"I am a citizen because I was born in a United States territory."*

ACQUISITION OF CITIZENSHIP

Children can acquire citizenship at birth when they are born outside of the United States. You may have acquired citizenship at birth if you had at least one United States citizen parent. The laws for acquiring citizenship at birth have changed often over the years. Much depends on when you were born and what law for acquisition of citizenship was in effect at that time. Since this is a difficult area of the law, get help from an immigration lawyer or accredited representative.

Current Requirements

(children born after November 14, 1986)

Child with Two Citizen Parents

One parent must have lived in the United States or possessions at any time before the child's birth.

Child with One Citizen Parent and One National Parent

The citizen parent must have lived in the United States or possessions for at least one continuous year before the child's birth.

Child with One Citizen Parent

The child is a citizen if the citizen parent lived in the United States for five years before the child's birth. At least two of the five years must be after the citizen parent was 14 years old. However, if the child was born in a possession, the citizen parent must have lived in the United States or its territories for at least one continuous year before the child's birth.

Illegitimate Child of United States Citizen Mother

The citizen mother must have lived in the United States or its possessions for one continuous year before the child's birth.

possessions = Currently the possessions of the United States include American Samoa, Swains Island and the United States territories of Puerto Rico, Guam, and the Northern Mariana Islands. *"My mother lived in a U.S. possession before I was born."*

national = A non-citizen born in a United States possession. *"My father is a national because he was born in American Samoa."*

illegitimate = Born of parents that are not married. *"I was illegitimate when I was born, but my parents got married six months later."*

Illegitimate Child of United States Citizen Father

The child is a citizen if all of the following conditions are met.

- The father meets the United States residency requirements outlined on the previous page for the appropriate situation: Two citizen parents, one citizen parent and one national parent, or one citizen parent.
- There is clear evidence identifying the child's father.
- The father was a citizen at the time of the child's birth.
- The father has agreed in writing to provide financial support for the child until age 18.
- Before the child is age 18, the child is legitimated; or the father states in writing that he is the father of the child under oath; or the paternity of the child is established by a competent court.

How to Know if You Have Acquired Citizenship

To determine if you may have acquired citizenship, it is necessary to know:

- what date you were born;
- where you were born;
- if one or both parents were United States citizens when you were born;
- if your parents were married when you were born; and
- if your citizen parent meets the residency requirements noted on the previous page.

See Attachment A for more information about acquisition.

Documenting Acquisition of Citizenship

If you automatically acquired citizenship through one or both citizen parents, you can prove this status using one of three documents:

See Chapter 10, page 310 for information on how to apply for a passport.

- a United States passport
- a Certificate of Citizenship
- a Consular Report of Birth Abroad of a Citizen of the United States

To get these documents, you will need to prove that you meet the legal requirements that were in effect the year you were born. You can do this by showing certain forms of evidence, some of which are listed below. A lawyer or accredited representative can help you identify the most appropriate evidence for your case and help you get it.

Proving the Citizenship Status of Your Parents

Evidence: birth certificates or naturalization certificates of parents.

Proving Age and Residency of Parents

Evidence: INS immigration records; bank statements; employer records; military records; school records; religious ceremony records; rent receipts.

Proving Your Relationship with Your Parents

Evidence: birth certificate that states who your parents are; medical records; religious records; school records; blood tests.

Documenting Birth Abroad

A Consular Report of Birth Abroad of a Citizen of the United States (Form FS-240) is an official document certifying acquisition of citizenship for a child born outside of the United States. This document provides the same evidence of citizenship as a United States passport, a Certificate of Naturalization, or a Certificate of Citizenship. However, a United States passport is the most useful document to have. The application for a consular report must be submitted before the child's 18th birthday and the child must be living outside the United States.

Procedures

1. The child's parent or legal guardian completes an *Application for Consular Report of Birth Abroad of a Citizen of the United States* (Form FS-579/SS-5). It is a combined Consular Report of Birth and Social Security Number Application. The application is normally made in the consulate of the country where the child was born. The application fee is $40.
2. Proof of the child's birth is needed, as well as proof of the parents' United States citizenship, marriage, and when the parents previously lived in the United States. If the parents are unmarried and the father is a citizen and the mother a non-citizen, the consular officer usually requires that the father sign an affidavit saying that he is the child's biological father.
3. The child is required to go to the consulate in person with the parent or guardian if age 13 to 17. The consulate may also request that younger children go in person.
4. Once the consular officer approves the application, he or she signs and issues the consular report of birth.

DERIVATION OF CITIZENSHIP

See Attachment B for more information about derivation.

Derivation of citizenship is when a child automatically becomes a citizen on the basis of one parent's citizenship. The parent may be a citizen by birth or by naturalization. As with acquisition of citizenship, the laws have changed over time. Much depends on when you were born and what law was in effect during your childhood. Previous laws allowed derivation only through naturalization of both parents, or one parent with custody in cases of death or divorce. You should see an immigration lawyer or accredited representative if you want to check your eligibility.

Current Requirements

(effective February 27, 2001)

See Attachment C for more information about the Child Citizenship Act.

Under the Child Citizenship Act of 2000, a child automatically becomes a citizen when all of the following conditions are met:

- at least one parent is a citizen, either by birth or by naturalization;
- the child is under age 18;
- the child is not married;
- the child is a lawful permanent resident; and
- the child is living in the United States in the legal and physical custody of the citizen parent.

Note: An adopted child can derive citizenship under the Child Citizenship Act if there is a full and final adoption of the child and the child is admitted to the U.S. as an immigrant.

Example: Ahmed, age 12, lives outside the United States with his mother. His parents are divorced and have joint legal custody of Ahmed. Ahmed's father lives in the United States and recently became a U.S. citizen. He filed an I-130 petition to bring Ahmed to the United States. When Ahmed enters the United States at the age of 13, joins his father, and receives lawful permanent resident status, he will become a U.S. citizen by derivation.

Documenting Derivation of Citizenship

You can prove derivation of citizenship using one of two documents:

- a United States passport
- a Certificate of Citizenship

It is easier, faster, and cheaper to apply for a United States passport than a Certificate of Citizenship. To get these documents, you will need to prove that you meet the legal requirements that were in effect before you reached age 18. For the Certificate of Citizenship, you can submit copies of the evidence with your application and then bring the originals to the interview. A lawyer or accredited representative can help you identify the most appropriate forms of evidence in your case from those listed below.

Proving the Citizenship Status of Your Parent

Evidence: naturalization or birth certificate of parent.

Proving Your Relationship With Your Parent

Evidence: birth certificate stating who your parents are; medical records; religious records; school records; blood tests; custody and separation documents.

Proving Your Lawful Permanent Resident Status

Evidence: green card; entrant documents.

Note: There is no deadline when applying for documentation of derivative citizenship. Derivation happens automatically and requires only verification of the evidence.

Example: Maria is 30 years old, but she has lived in the United States as a lawful permanent resident since the age of 5. When Maria was 10, both of her parents became U.S. citizens, and she automatically derived citizenship from them. She has been a citizen since the age of 10, but she never applied for proof of her citizenship status until now.

Example: Igor, age 9, is a lawful permanent resident who lives with his parents in the United States. Igor's father recently became a U.S. citizen, but his mother is still a non-citizen. Igor derived citizenship from his father. Igor's father will apply for a passport or Certificate of Citizenship on Igor's behalf, as proof of citizenship.

CERTIFICATE OF CITIZENSHIP

A Certificate of Citizenship is given to people who became citizens through acquisition or derivation. Also, it is given to children when they naturalize. You can get a Certificate of Citizenship by filing Form N-600 with the necessary evidence. However, a passport is recommended instead of a Certificate of Citizenship because a passport is faster, easier, cheaper, and serves as a travel document.

Procedures

(only for those who acquired or derived citizenship)

See Attachment D for a copy of Form N-600. A new N-600 which combines Supplement A and Form N-643 is expected in 2002.

1. The applicant files Form N-600, *Application for Certificate of Citizenship* to the appropriate INS District Office with the following: check or money order for $185; three photos (2x2 inches); copy of applicant's birth certificate; copy of parents' marriage certificate; birth certificate, passport, or other evidence of parent's citizenship (a Certificate of Naturalization or Certificate of Citizenship may be copied for this purpose only); copy of death certificate or divorce decree for parents, if applicable; copy of applicant's green card or other evidence of lawful permanent resident status if applicable; translations of any documents not in English.

   Exception: For children who have immigrated to the United States, parents are not required to submit documents that are already in the INS file, including translations of documents.

   Note: If the applicant is an adopted child applying for evidence of derivative citizenship under the Child Citizenship Act, Form N-643, *Application for Certificate of Citizenship on Behalf of an Adopted Child* is used, and the fee is $145. The applicant must include a copy of the full, final adoption decree and, if the adoption took place outside the U.S., evidence that it is recognized by the state where the child resides.

   Note: If the applicant is age 18 or older, he or she must sign the application. For younger applicants, the citizen parent or legal guardian must sign it.

2. An interview may be required to verify the evidence. If the applicant is under age 18 the citizen parent must attend the interview to provide testimony on the applicant's behalf.
3. If INS denies the application, the applicant receives a written notice by mail of the reason for the denial. The decision may be appealed to the INS Regional Commissioner within 30 days using Form I-290B.
4. If approved, the applicant will take the oath of allegiance at the interview. The oath will be waived if applicant is too young or too disabled to understand it, or if no interview is required.
5. The applicant signs the Certificate of Citizenship, if he or she is able. If not, the parent signs it on the applicant's behalf. The Certificate of Citizenship is given at the interview or sent by certified mail within the United States only.

NATURALIZATION OF CHILDREN

When a child does not qualify for automatic citizenship by acquisition or derivation, a citizen parent may apply to naturalize the child. The parent applies for naturalization on the child's behalf using Form N-600. Although this is the same application used to prove acquisition or derivation, in this case it is used for naturalization. The child does not become a citizen until INS approves the application. This procedure is for children living outside the United States with their citizen parent(s)

Current Requirements

(effective February 27, 2001)

Under the Child Citizenship Act of 2000, a citizen parent may apply for naturalization on a child's behalf if the following requirements are met:

- at least one parent is a citizen, either by birth or by naturalization;
- the citizen parent must have lived in the United States for a total of five years, at least two of which were after age 14; *OR* the United States citizen parent of the citizen parent (child's grandparent) must have lived in the United States for a total of five years, two of which were after age 14;
- the child is under age 18, and remains under age 18 until the naturalization process is completed;
- the child is not married;
- the child is residing outside of the United States in the legal and physical custody of the citizen parent; and
- the child is temporarily present in the United States under a lawful admission, and remains in lawful status until the naturalization process is completed.

Note: Adopted children can be naturalized under the Child Citizenship Act if they meet certain additional requirements. They must use Form N-643, *Application for Certificate of Citizenship on Behalf of an Adopted Child,* and submit additional evidence. This is a very complex area of the law. Seek assistance from an immigration lawyer or BIA accredited representative.

Example: Erika, age 5, is an orphan who lives overseas with two U.S. citizen adoptive parents. She has never lived in the United States and is not a lawful permanent resident. Therefore, she does not qualify for derivative citizenship. Erika's parents will apply to naturalize her using Form N-643, then apply for Erika's lawful entry into the United States to attend the INS interview.

Naturalization Procedures for Children

1. The United States citizen parent files the following documents with the preferred INS District Office:

   - Form N-600, *Application for Certificate of Citizenship*; check or money order for $185; two photos;
   - Birth certificate of child from abroad showing parentage;
   - Marriage certificate of child's parents, if applicable;
   - Documents to establish legal and physical custody if parents are divorced or legally separated;
   - Evidence of parent's citizenship status (the Certificate of Naturalization and Certificate of Citizenship may be copied for this purpose only);
   - Documents proving parent's (or citizen grandparent's) residence in the United States for the required period;
   - Documents to establish legitimation if the child was born out of wedlock and is naturalizing through the father;
   - Supplement A to N-600 if child is applying through a citizen grandparent's residence.

See Chapter 3, page 66 for INS photo specifications.

Note: The citizen parent must sign the application on the child's behalf.

2. Send a cover letter with the application giving the following information:

   - Write the preferred interview dates when the child, who lives abroad, is available.
   - If the child is almost 18 years old and close to "aging out," request expedited or quick processing in the cover letter so the child can take the oath before his or her 18th birthday. Use red ink or bold lettering so INS will see it. For example, "**AGE OUT - 03/15/01.**"

3. Mail the package.
4. INS reviews the application.

   - If the child appears to be eligible, INS will issue a notice that the application has been preliminarily approved. The notice will give an interview appointment date. The parent can present the appointment letter at the United States embassy in the country of residence to request a B-2 visitor visa if required for entry into the United States. Children born in Mexico or Canada are not required to have a visa, but must prove they have been lawfully admitted to the United States.

- If anything is incomplete or missing from the application, INS will return the application with instructions on how to correct the problem.
- If it appears that the child is not eligible for the certificate, INS will issue a *Notice of Intent to Deny the Application*, giving a specific number of days for the applicant to reply and correct the problem. If an application is denied, the decision can be appealed within 30 days using Form I-290B for a fee of $110.

5. At the interview the INS officer verifies the information on the N-600. Documentation of the child's lawful admission into the United States must be provided at the interview. Once the information is verified, the INS officer will approve the application.

6. The child is required to take the oath of allegiance at the interview before receiving a Certificate of Citizenship. However, the oath may be waived if the child is unable to understand its meaning due to age or disability. The child becomes a citizen on the date of the oath. The child signs the certificate, if he or she is able. If not, the parent signs it on the child's behalf.

IZENSHIP U.S.A
ICAGO DISTRICT

Appendix 4-21

U.S. Citizenship at Birth Abroad

Date of Birth	Both Parents U.S. Citizens	One Parent Citizen/ One National	One Parent Citizen/ One Alien	Illegitimate Children of U.S. Citizen Women	Illegitimate Children of U.S Citizen Men
Before 5/24/34	Citizenship Transmitted by Either Parent: Prior Residence: Must have been present in the U.S. at any time prior to the child's birth. Retention Requirements: None	[Same as when both parents are U.S. citizens]	[Same as when both parents are U.S. citizens]	U.S. citizen mother must have been present in the U.S. at any time prior to child's birth.[a]	• Must comply with all requirements for descent of citizenship through U.S. citizen father • In addition, must be legitimated at any time according to the laws of father's domicile
Between 5/24/34 and 1/13/41	Prior Residence: One of the parents must have been present in the U.S. at any time prior to the child's birth. Retention Requirements: None	Prior Residence: U.S. citizen parent must have been present in the U.S. at any time prior to the child's birth. Retention Requirements: None	Prior Residence: U.S. citizen parent must have been present in the U.S. at any time prior to the child's birth. Retention Requirements: Either[b]: (1) 5 years continuous physical presence in the U.S. between ages of 14 and 28 or (2) 2 years continuous physical presence in the U.S. between ages 14 and 28.[c]	U.S. citizen mother must have been present in the U.S. at any time prior to child's birth.	• Must comply with all requirements for descent of citizenship through U.S. citizen father • In addition, must be legitimated at any time according to the laws of father's domicile

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Date of Birth	Both Parents U.S. Citizens	One Parent Citizen/ One National	One Parent Citizen/ One Alien	Illegitimate Children of U.S. Citizen Women	Illegitimate Children of U.S Citizen Men
Between 1/13/41 and 12/24/52	Prior Residence: One of the parents must have resided in the U.S. or Possessions at any time prior to the child's birth. Retention Requirements: None	Prior Residence: Citizen parent must have resided in the U.S. or Possessions at any time prior to the child's birth. Retention Requirements: None	Birth Outside U.S. and Possessions: *Prior Residence*: Citizen parent must have resided in the U.S. or possessions for 10 years prior to the child's birth, at least 5 of which must have been after the age of 16.[d] *Retention Requirements*: Either (1) 5 years continuous physical presence in the U.S. between ages of 14 and 28 or (2) 2 years continuous physical presence in the U.S. between ages 14 and 28.[c] Birth in Possessions of the U.S.: *Prior Residence*: Citizen parent must have resided in the U.S. or possessions at any time prior to the child's birth. *Retention Requirements*: None	U.S. citizen mother must have resided in the U.S. at any time prior to child's birth.	• Must comply with all requirements for descent of citizenship through U.S. citizen father • In addition, before child reaches 21 years of age must have been legitimated[f] or paternity must have been established through court proceedings. • If legitimated before age 21, prior residence requirements of the INA will apply if US citizen father failed to comply with prior residence requirements of the Nationality Act of 1940.

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Date of Birth	Both Parents U.S. Citizens	One Parent Citizen/ One National	One Parent Citizen/ One Alien	Illegitimate Children of U.S. Citizen Women	Illegitimate Children of U.S Citizen Men
Between 12/24/52 and 11/13/86	Prior Residence: One of the parents must have resided in the U.S. or possessions at any time prior to the child's birth. Retention Requirements: None	Prior Residence: U.S. citizen parent must have been *physically present* in the U.S. or possessions for a continuous period of one year at any time prior to the child's birth. Retention Requirements: None	A) Child Born Abroad -- *Prior Residence*: U.S. citizen parent must have been *physically present* in the U.S. or possessions for 10 years prior to the child's birth, at least 5 of which after parent turned 14.[e] *Retention Requirements*: None (B) Child Born in Outlying U.S. Possession -- *Prior Residence*: U.S. citizen parent must have been *physically present* in the U.S. or possessions for a continuous period of one year at any time prior to the child's birth. *Retention Requirement*: None	U.S. citizen mother must have been *physically present* in the U.S. or possessions for a continuous period of one year at any time prior to the child's birth.	• Must comply with all requirements for descent of citizenship through U.S. citizen father. • In addition, before child attains the age of 21, must be legitimated.[g]
After 11/14/86	Prior Residence: One of the parents must have resided in the U.S. or possessions at any time prior to the child's birth. Retention Requirements: None	Prior Residence: U.S. citizen parent must have been *physically present* in the U.S. or possessions for a continuous period of one year at any time prior to the child's birth. Retention Requirements: None	A) Child Born Abroad -- *Prior Residence*: U.S. citizen parent must have been *physically present* in the U.S. or possessions for 5 years prior to the child's birth, at least 2 of which after the parent turned 14.[e] *Retention Requirements*: None (B) Child Born in Outlying U.S. Possession -- *Prior Residence*: U.S. citizen parent must have been *physically present* in the U.S. or possessions for a continuous period of one year at any time prior to the child's birth. Retention Requirement: None	U.S. citizen mother must have been *physically present* in the U.S. or possessions for a continuous period of one year at any time prior to the child's birth.	• Must comply with all requirements for descent of citizenship through father • In addition: (A) before child attains 18, (i) child is legitimated, or (ii) father acknowledges paternity in writing under oath, or (iii) paternity is established by competent court; AND (B) father must have agreed in writing to support child financially until age 18.[h]

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[a] Before the passage of INTCA, if the illegitimate child of a U.S. citizen woman was legitimated by alien parent prior to 1/13/41 and before child turned 21, child never acquired U.S. citizenship. As a consequence of INTCA, this requirement no longer exists.

[b] Children born before December 24, 1936 who entered the U.S. prior to December 24, 1952 could also satisfy this requirement by having a domicile of five years between the ages of 13 and 21.

[c] 5 years continuous physical presence allows for absences from the U.S. totaling 1 year for the entire period; 2 years continuous presence allows for absences aggregating to only 60 days. To be able to comply with the 5 year requirement rather then the 2 year one, the person must have arrived in the U.S., and have started complying with the requirement, prior to October 27, 1972. Persons born after October 10, 1952 are exempted from all retention requirements. Aliens who failed to comply with these retention requirements lost their citizenship, but may have it restored by taking an oath of allegiance.

[d] Because of the definition of *residence* periods of stay abroad are considered part of residence in the U.S. , provided the person's general place of abode continued to be the United States. There are ameliorating provisions relating to service in the U.S. armed forces and to children born out of wedlock.

[e] There are ameliorating provisions relating to service in the U.S. armed forces.

[f] The INS takes the position that legitimation must occur according to the laws of the father's domicile

[g] The INS adds two requirements: (i) child must have been legitimated according to the laws of the father's domicile, and (ii) the child must be unmarried at the time of legitimation

[h] The new legitimation provisions only apply to persons who were under 18 as of November 14, 1986. Persons who were between 15 and 18 on November 14, 1986 could elect to have the legitimation rule in effect prior to the 1986 amendment apply to them. There is controversy whether the effective date of the 1986 amendment is November 14, 1986 or October 24, 1988.

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Appendix 5-1

Derivative Citizenship Statutes and their Applicability

Statute	Effective Date	Prerequisites		Additional Requirements for Special Situations				Special Provisions
		Naturalization of Both Parent	Naturalization of One Parent	Illegitimate child	Legitimated Child	Adopted Child	Stepchild	
Act of 1802, as supplemented by Act of 1907	4/14/1802 to 5/24/1934	Not required	• Child Under 21 at date of parent's naturalization • Child could take up residence in the U.S. after parent's naturalization • Child could take up residence in the U.S. after turning 21 years of age (only before 1907) • Residence in the U.S. must be lawful	Can only derive from mother	• Must be legitimated according to the laws of the father's domicile • Legitimation could take place after child turns 21 • Vests upon naturalization of parent or child taking up residence in the U.S.	Cannot derive citizenship (unless adopting parent is biological parent and adoption works to legitimate child)	Cannot derive citizenship	• Before 1907, Mother could only transmit if divorced or widowed • After 1907, child must take up residence before turning 21 to derive

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Statute	**Effective Date**	**Prerequisites**		**Additional Requirements for Special Situations**				**Special Provisions**
		Naturalization of Both Parent	Naturalization of One Parent	Illegitimate child	Legitimated Child	Adopted Child	Stepchild	
Act of 1934	5/24/34 - 1/13/41	Child must be under 21 when: (1) both parents naturalize, and (2) begins lawful permanent residence in the U.S.	• If other parent is dead, a U.S. citizen, or divorced and naturalizing parent has custody, same as if both parents naturalized • Otherwise, child's U.S. citizenship commences 5 years after child became lawful permanent resident	Can only derive from mother, in which case the child is treated as if both parents had naturalized	Same as under prior law	Same as under prior law	Same as under prior law	The 5 year period when only one parent naturalizes, can commence before or after the naturalization and can last until after child turns 21 and until after 1941.
Nationality Act of 1940	1/13/41 - 12/23/52	Child must be under 18 when: (1) both parents naturalize, and (2) begins lawful permanent residence in the U.S.	Child can only derive from one parent if the other one is dead, a U.S. citizen, or they are legally separated and naturalizing parent has custody	• Illegitimate children could not derive • Remedial provision: See special provisions	Must be legitimated under the law of the child's place of domicile before turning 16, and in the custody of legitimating father. May also require naturalization of the mother, unless she is dead, or U.S. citizen.	Arguably children who are adopted before turning 16 and are in the custody of the adopting parent(s) may derive	Cannot derive citizenship	If on 12/24/52 illegitimate child was under 16, still a lawful permanent resident, and mother still a U.S. citizen, child derived on that date

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Statute	Effective Date	Prerequisites		Specials Requirements:				Special Provisions
		Naturalization of Both Parent	Naturalization of One Parent	Illegitimate child	Legitimated Child	Adopted Child	Stepchild	
INA[1]	12/23/52 - 10/5/78	Child must be under 18 when: (1) both parents naturalize, and (2) begins lawful permanent residence in the U.S.[2]	Child can only derive from one parent if the other one is dead, a U.S. citizen, or they are legally separated and naturalizing parent has custody	Can only derive from mother [Father's nationality is irrelevant--but if father legitimated child before derivation, both parents must naturalized].	Must be legitimated under the law of the parent's or child's place of domicile before turning 16. May also require naturalization of mother, unless dead or U.S. citizen.	May not derive, unless adopted by biological parent and adopting effects legitimation	Cannot derive citizenship	Married children cannot derive citizenship
	10/5/78 - Present	Same as prior law	Same as prior law	Same as prior law	Same as prior law	May derive if adoption occurred before child turned 18	Cannot derive citizenship	• Married children cannot derive citizenship • Between 10/5/78 and 12/29/81, citizenship vested on adopted children only if adoption occurred before child turned 16

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[1] If child does not qualify for derivation under this section, the U.S. citizen parent may be able to petition under section 322 of the INA. *See infra*, chapter 11 (Children of U.S. Citizens).

[2] The statute supports an argument that if the child started to reside in the United States after the parent's naturalization, such residence does not need to be pursuant to lawful admission to permanent residence.

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Immigration and Naturalization Service

TEXT ONLY   WHAT'S NEW   FAQs   HOW DO I?   SEARCH   GLOSSARY   FEEDBACK   HOME   PRINT PAGE

Department of Justice
IMMIGRATION AND NATURALIZATION SERVICE

FACT SHEET

December 1, 2000

The Child Citizenship Act of 2000

On October 30, 2000, President Clinton signed into law H.R. 2883, the Child Citizenship Act of 2000. The new law, Public Law 106-395, amends the Immigration and Nationality Act (INA) to permit foreign-born children—including adopted children—to acquire citizenship automatically if they meet certain requirements. It becomes effective on February 27, 2001.

To implement the new law, the Immigration and Naturalization Service (INS) is currently drafting interim regulations, which will be published in the *Federal Register* before the law's effective date.

Which Children Automatically Become Citizens Under the New Law?

Beginning February 27, 2001, certain foreign-born children—including adopted children—currently residing permanently in the United States will acquire citizenship automatically. The term "child" is defined differently under immigration law for purposes of naturalization than for other immigration purposes, including adoption. To be eligible, a child must meet the definition of "child" for naturalization purposes under immigration law[1] and must also meet the following requirements:

- The child has at least one United States citizen parent (by birth or naturalization);
- The child is under 18 years of age;
- The child is currently residing permanently in the United States in the legal and physical custody of the United States citizen parent;
- The child is a lawful permanent resident;
- An adopted child meets the requirements applicable to adopted children under immigration law[2]

Acquiring citizenship automatically means citizenship acquired by law without the need to apply for citizenship. A child who is currently under the age of 18 and has already met all of the above requirements will acquire citizenship automatically on February 27, 2001. Otherwise, a child will acquire citizenship automatically on the date the child meets all of the above requirements.

Is the Law Retroactive? Is Automatic Citizenship Provided for Those Who Are 18 Years of Age or Older?

No. The new law is not retroactive. Individuals who are 18 years of age or older on February 27, 2001, do not qualify for citizenship under Public Law 106-395, even if they meet all other criteria. If they choose to become U.S. citizens, they must apply for naturalization and meet eligibility requirements that currently exist for adult lawful permanent residents.

Will Eligible Children Automatically Receive Proof of Citizenship—Such As Citizenship Certificates and Passports?

No. Proof of citizenship will not be automatically issued to eligible children. However, if proof of citizenship is desired, beginning February 27, 2001, parents of children who meet the conditions of the new law may apply for a certificate of citizenship for their child with INS and/or for a passport for their child with the Department of State.

What Will INS Do With Currently Pending Applications for Certificates of Citizenship?

For pending applications filed to recognize citizenship status already acquired, INS will continue to adjudicate such applications under the relevant law applicable to the case. For applications that required INS approval before an individual could be deemed a U.S. citizen, INS will adjudicate those cases under current law until February 27, 2001. On February 27, 2001, INS will adjudicate those cases under the new law and for applicants who automatically acquire citizenship as of the effective date, INS will issue certificates of citizenship reflecting the person's citizenship as of that date.

Is Automatic Citizenship Provided for Children (Including Adopted Children) Born and Residing Outside the United States?

No. In order for a child born and residing outside the United States to acquire citizenship, the United States citizen parent must apply for naturalization on behalf of the child. The naturalization process for such a child cannot take place overseas. The child will need to be in the United States temporarily to complete naturalization processing and take the oath of allegiance.

To be eligible, a child must meet the definition of "child" for naturalization purposes under immigration law[3], and must also meet the following requirements:

- The child has at least one U.S. citizen parent (by birth or naturalization);
- The U.S. citizen parent has been physically present in the United States for at least five years, at least two of which were after the age of 14—or the United States citizen parent has a citizen parent who has been physically present in the United States for at least five years, at least two of which were after the age of 14;
- The child is under 18 years of age;
- The child is residing outside the United States in the legal and physical custody of the United States citizen parent;

- The child is temporarily present in the United States—having entered the United States lawfully and maintaining lawful status in the United States;
- An adopted child meets the requirements applicable to adopted children under immigration law[4];
- If the naturalization application is approved, the child must take the same oath of allegiance administered to adult naturalization applicants. If the child is too young to understand the oath, INS may waive the oath requirement.

– INS –

[1] Section 101(c) of the INA. The INA is on the INS Web site: *www.ins.usdoj.gov*.

[2] Section 101(b)(1) of the INA.

[3] Section 101(c) of the INA.

[4] Section 101(b)(1) of the INA.

OMB No. 1115-0018

U.S. Department of Justice
Immigration and Naturalization Service

Application for Certificate of Citizenship

Instructions

(Tear off this instruction sheet before filling out this form)

This form must be filled in completely. Print the answers in ink or use typewriter. If any question does not apply to this application, please print "N/A" in the answer line. If you do not have enough room for any answer or if the instructions tell you to use a separate sheet of paper, use another sheet this size, giving the answer the same number as the number of the question, and attach it to the application. You will later be notified to appear for an examination before an officer of the Immigration and Naturalization Service (INS). You may be requested to bring a relative or other witness to provide additional testimony.

AGE OF APPLICANT- Applicants 14 years of age or over must sign their full names in the space provided on page 3 of this application. If under 14 years, only the parent or guardian must sign his or her name and only in the space provided on page 3.

FEE - A fee of one hundred and sixty dollars ($160) must be paid for filing this application. It cannot be refunded, regardless of the action taken on the application. **DO NOT MAIL CASH. ALL FEES MUST BE SUBMITTED IN THE EXACT AMOUNT.** Payment by check or money order must be drawn on a bank or other institution located in United States and be payable in United States currency. If the applicant resides in Guam, the check or money order must be payable to the "Treasurer, Guam." If the applicant resides in the U.S. Virgin Islands, the check or money order must be payable to the "Commissioner of Finance of the Virgin Islands." All other applicants must make the check or money order payable to the "Immigration and Naturalization Service." When a check is drawn on account of a person other than the applicant, the name of the applicant must be entered on the face of the check. If the application is submitted from outside the United States, remittance may be made by a bank international money order or foreign draft drawn on a financial institution in the United States and payable to the Immigration and Naturalization Service in United States currency. Personal checks are accepted subject to collectibility. An uncollectible check will render the application and any document issued pursuant thereto invalid. A charge of $30.00 will be imposed if a check in payment of a fee is not honored by the bank on which it is drawn.

PHOTOGRAPHS - With this application, you are required to send three identical unglazed, colored photographs of yourself taken within 30 days of the date of this application. These photographs must be 2 x 2 inches in size, and the distance from top of head to point of chin should be approximately 1 1/4 inches, must *not* be pasted on a card or mounted in any other way, must be on thin paper, have a light background, and clearly show a three-quarter profile view of the features of the applicant with head bare (unless the applicant is wearing a headdress as required by a religious order of which he or she is a member.) Snapshots, groups or full - length portraits or machine - made photographs will not be accepted. **YOUR PHOTOGRAPHS MUST NOT BE SIGNED**, but you should print your name and alien registration number, if any, in the center of the *back* of each photograph lightly with a soft lead pencil taking care not to mutilate the photograph.

FACTS CONCERNING ARRIVAL IN THE UNITED STATES - Detailed information should be given in Statement 3 regarding your first arrival in the United States for permanent residence in this country. The information regarding the number of the passport and date and place of issuance does not need to be given unless you traveled on a *United States* passport at that time. If you do not know the exact date of arrival or name of the vessel or port and cannot obtain this information, give the facts of your arrival to the best of your ability. If you have a permanent resident card or alien registration receipt card, immigrant identification card, ship's card or baggage labels, they will help you to give this information.

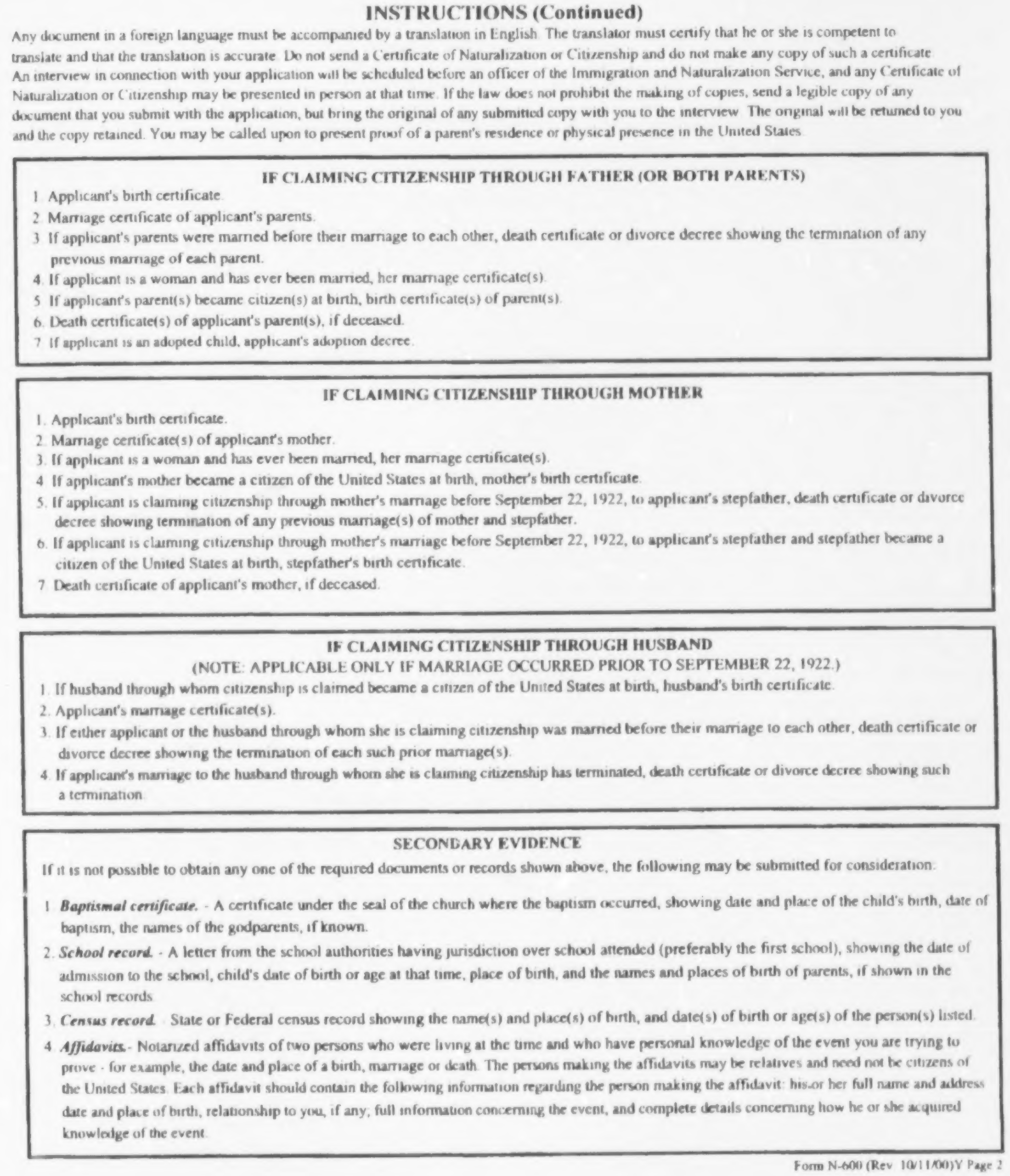
NAME TO BE SHOWN ON CERTIFICATE - The certificate will be issued only in a name that you have a legal right to use.

DOCUMENTS - If your birth abroad, or the birth abroad of any person through whom citizenship is claimed, was registered with an American Consul abroad, submit with this application any registration form that was issued. **If any required documents were submitted to and RETAINED by the American Consul in connection with such registration, or in connection with the issuance of a United States passport or in any other official matter, and you wish to use such documents in connection with this application instead of submitting duplicate copies, merely list the documents in Statement 14 of the application and give the location of the Consulate.** If you wish to make similar use of required documents contained in any INS file, list them in Statement 14 and identify the file by name, number and location. Otherwise, the documents as mentioned in the box on page 6 applicable to your case (see over) must accompany your application and, for any required document not furnished, you must explain why, what efforts you have made to get it, and if possible, enclose a statement from the official custodian of such records showing that the document is not available. You should also forward for consideration, in lieu of that document, a record or the affidavits described under **SECONDARY EVIDENCE**, on the reverse of this page.

If any person through whom citizenship is claimed became a citizen through his or her parent(s), but does not have a certificate of citizenship (with a number preceded by an A or AA) in his or her own name, communicate with the INS for information as to additional documents that must be submitted.

REPORTING BURDEN. An agency may not conduct or sponsor an information collection and a person is not required to respond to a collection of information unless it displays a currently valid OMB control numbers. Public reporting burden for this collection of information is estimated to average one (1) hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to U.S. Department of Justice, Immigration and Naturalization Service, HQPDI, 425 I Street N.W., Room 4034, Washington, DC 20536. OMB No. 1115-0018. **DO NOT MAIL YOUR COMPLETED APPLICATION TO THIS ADDRESS.**

Form N-600 (Rev. 10/11/00)Y



INSTRUCTIONS (Continued)

Any document in a foreign language must be accompanied by a translation in English. The translator must certify that he or she is competent to translate and that the translation is accurate. Do not send a Certificate of Naturalization or Citizenship and do not make any copy of such a certificate. An interview in connection with your application will be scheduled before an officer of the Immigration and Naturalization Service, and any Certificate of Naturalization or Citizenship may be presented in person at that time. If the law does not prohibit the making of copies, send a legible copy of any document that you submit with the application, but bring the original of any submitted copy with you to the interview. The original will be returned to you and the copy retained. You may be called upon to present proof of a parent's residence or physical presence in the United States.

IF CLAIMING CITIZENSHIP THROUGH FATHER (OR BOTH PARENTS)

1. Applicant's birth certificate.
2. Marriage certificate of applicant's parents.
3. If applicant's parents were married before their marriage to each other, death certificate or divorce decree showing the termination of any previous marriage of each parent.
4. If applicant is a woman and has ever been married, her marriage certificate(s).
5. If applicant's parent(s) became citizen(s) at birth, birth certificate(s) of parent(s).
6. Death certificate(s) of applicant's parent(s), if deceased.
7. If applicant is an adopted child, applicant's adoption decree.

IF CLAIMING CITIZENSHIP THROUGH MOTHER

1. Applicant's birth certificate.
2. Marriage certificate(s) of applicant's mother.
3. If applicant is a woman and has ever been married, her marriage certificate(s).
4. If applicant's mother became a citizen of the United States at birth, mother's birth certificate.
5. If applicant is claiming citizenship through mother's marriage before September 22, 1922, to applicant's stepfather, death certificate or divorce decree showing termination of any previous marriage(s) of mother and stepfather.
6. If applicant is claiming citizenship through mother's marriage before September 22, 1922, to applicant's stepfather and stepfather became a citizen of the United States at birth, stepfather's birth certificate.
7. Death certificate of applicant's mother, if deceased.

IF CLAIMING CITIZENSHIP THROUGH HUSBAND
(NOTE: APPLICABLE ONLY IF MARRIAGE OCCURRED PRIOR TO SEPTEMBER 22, 1922.)

1. If husband through whom citizenship is claimed became a citizen of the United States at birth, husband's birth certificate.
2. Applicant's marriage certificate(s).
3. If either applicant or the husband through whom she is claiming citizenship was married before their marriage to each other, death certificate or divorce decree showing the termination of each such prior marriage(s).
4. If applicant's marriage to the husband through whom she is claiming citizenship has terminated, death certificate or divorce decree showing such a termination.

SECONDARY EVIDENCE

If it is not possible to obtain any one of the required documents or records shown above, the following may be submitted for consideration:

1. ***Baptismal certificate.*** - A certificate under the seal of the church where the baptism occurred, showing date and place of the child's birth, date of baptism, the names of the godparents, if known.
2. ***School record.*** - A letter from the school authorities having jurisdiction over school attended (preferably the first school), showing the date of admission to the school, child's date of birth or age at that time, place of birth, and the names and places of birth of parents, if shown in the school records.
3. ***Census record.*** - State or Federal census record showing the name(s) and place(s) of birth, and date(s) of birth or age(s) of the person(s) listed.
4. ***Affidavits.*** - Notarized affidavits of two persons who were living at the time and who have personal knowledge of the event you are trying to prove - for example, the date and place of a birth, marriage or death. The persons making the affidavits may be relatives and need not be citizens of the United States. Each affidavit should contain the following information regarding the person making the affidavit: his or her full name and address, date and place of birth, relationship to you, if any; full information concerning the event, and complete details concerning how he or she acquired knowledge of the event.

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OMB NO. 1115-0018

U.S. Department of Justice
Immigration and Naturalization Service

Application for Certificate of Citizenship

FEE STAMP

Take or mail this application to:
IMMIGRATION AND NATURALIZATION SERVICE

Date ____

(Print or type) ____ nee ____
(Full, True Name, without Abbreviations) (Maiden name, if any)

____
(Apartment number, Street address, and if appropriate, "in care of")

____
(City) (Country) (State) (Zip Code)

____
(Telephone Number)

ALIEN REGISTRATION
NO. ____

(SEE INSTRUCTIONS. BE SURE YOU UNDERSTAND EACH QUESTION BEFORE YOU ANSWER IT.)

I hereby apply to the Commissioner of Immigration and Naturalization for a certificate showing that I am a citizen of the United States of America.

(1) I was born in ____ on ____
(City) (State or Country) (Month) (Day) (Year)

(2) My personal description is: Gender ____; height ____ feet ____ inches;

Marital status: ☐ Single; ☐ Married; ☐ Divorced; ☐ Widow(er).

(3) I arrived in the United States at ____ on ____
(City and State) (Month) (Day) (Year)

under the name ____ by means of ____
(Name of ship or other means of arrival)

☐ on U. S. Passport No. ____ issued to me at ____ on ____
(Month) (Day) (Year)

☐ on an Immigrant Visa. ☐ Other (specify) ____

(4) FILL IN THIS BLOCK ONLY IF YOU ARRIVED IN THE UNITED STATES BEFORE JULY 1, 1924.

(a) My last permanent foreign residence was ____
(City) (Country)

(b) I took the ship or other conveyance to the United States at ____
(City) (Country)

(c) I was coming to ____ at ____
(Name of person in the United States) (City and State where this person was living)

(d) I traveled to the United States with ____
(Names of passengers or relatives with whom you traveled, and their relationship to you, if any)

(5) Have you been out of the United States since you first arrived? ☐ Yes ☐ No, If "Yes," fill in the following information for every absence.

DATE DEPARTED	DATE RETURNED	Name of airlines or other means used to return to the United States	Port of return to the United States

(6) I ____ filed a petition for naturalization. *(If "have," attach full explanation.)*
(have) (have not)

TO THE APPLICANT. - Do not write between the double lines below. Continue on next page.

ARRIVAL RECORDS EXAMINED

Card index ____
Index books ____
Manifest ____

ARRIVAL RECORD FOUND

Place ____ Date ____
Name ____
Manner ____
Marital status ____ Age ____

____
(Signature of person making search)

Form N-600 (Rev. 10/11/00)Y

(CONTINUE HERE)

(7) I claim United States citizenship through my *(check whichever applicable)* ☐ **father;** ☐ **mother;** ☐ **both parents;**

☐ **adoptive parent(s);** ☐ **husband**

(8) My father's name is ____________ , he was born on ____________ (Month) (Day) (Year)

at ____________ (City) (State or Country) ; and resides at ____________ (Street address, city and State or country. If dead, write "dead" and date of death.) He became a citizen of the United States by ☐ birth, ☐ naturalization on ____________ (Month) (Day) (Year)

in the ____________ (Name of court, city and State) Certificate of Naturalization No. ____________

☐ through his parent(s), and ____________ (was) (was not) **issued Certificate of Citizenship No. A or AA** ____________

(If known) His former Alien Registration No. was ____________

He ____________ (has) (has not) lost United States citizenship. *(If citizenship lost, attach full explanation.)*

He resided in the United States from ________ (Year) to ________ (Year) ; from ________ (Year) to ________ (Year) ; from ________ (Year) to ________ (Year)

from ________ (Year) to ________ (Year) ; from ________ (Year) to ________ (Year) ; I am the child of his ____________ (1st, 2d, 3d, etc.) marriage.

(9) My mother's present name is ____________ ; her maiden name was ____________ ,

she was born on ____________ (Month) (Day) (Year) ; at ____________ (City) (State or country) , she resides

at ____________ (Street address, city, and State or country. If dead, write "dead" and date of death.) She became a citizen of the United States by ☐ birth; ☐ naturalization under the name of ____________

on ____________ (Month) (Day) (Year) in the ____________ (Name of court, city, and State) ,

Certificate of Naturalization No. ____________ , ☐ through her parent(s), and ____________ (was) (was not) issued Certificate of Citizenship No. A or AA ____________ (If known) Her former Alien Registration No. was ____________

She ____________ (has) (has not) lost United States citizenship. *(If citizenship lost, attach full explanation.)*

She resided in the United States from ________ (Year) to ________ (Year) ; from ________ (Year) to ________ (Year) ; from ________ (Year) to ________ (Year) ,

from ________ (Year) to ________ (Year) ; from ________ (Year) to ________ (Year) ; I am the child of her ____________ (1st, 2d, 3d, etc.) marriage.

(10) My mother and my father were married to each other on ____________ (Month) (Day) (Year) at ____________ (City) (State or country)

(11) If claim is through adoptive parent(s):

I was adopted on ____________ (Month) (Day) (Year) in the ____________ (Name of Court)

at ____________ (City or town) (State) (Country) by my ____________ (mother, father, parents) who were not United States citizens at that time.

(12) My ________ (father) (mother) served in the Armed Forces of the United States from ________ (Date) to ________ (Date) and ________ (was) (was not) honorably discharged.

(13) I ____________ (have) (have not) lost my United States citizenship. *(If citizenship lost, attach full explanation.)*

(14) I submit the following documents with this application:

Nature of Document	*Names of Persons Concerned*

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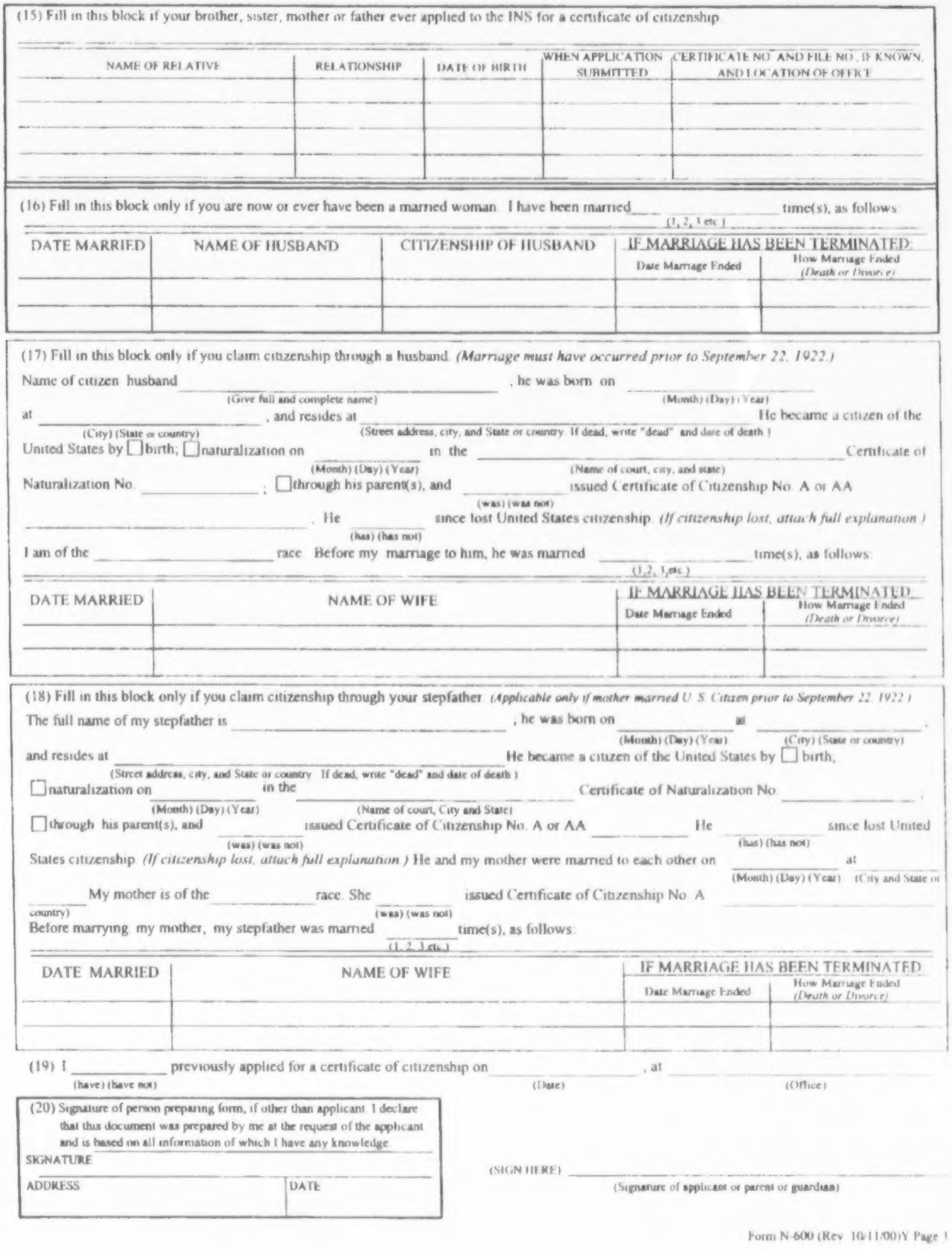

(15) Fill in this block if your brother, sister, mother or father ever applied to the INS for a certificate of citizenship

NAME OF RELATIVE	RELATIONSHIP	DATE OF BIRTH	WHEN APPLICATION SUBMITTED	CERTIFICATE NO. AND FILE NO., IF KNOWN, AND LOCATION OF OFFICE

(16) Fill in this block only if you are now or ever have been a married woman. I have been married ____________ time(s), as follows:
(1, 2, 3 etc.)

DATE MARRIED	NAME OF HUSBAND	CITIZENSHIP OF HUSBAND	IF MARRIAGE HAS BEEN TERMINATED:	
			Date Marriage Ended	How Marriage Ended *(Death or Divorce)*

(17) Fill in this block only if you claim citizenship through a husband. *(Marriage must have occurred prior to September 22, 1922.)*

Name of citizen husband ______________________ (Give full and complete name), he was born on ______________ (Month) (Day) (Year)
at ______________ (City) (State or country), and resides at ______________________ (Street address, city, and State or country. If dead, write "dead" and date of death.) He became a citizen of the
United States by ☐ birth; ☐ naturalization on ____________ (Month) (Day) (Year) in the ______________________ (Name of court, city, and state) Certificate of
Naturalization No. ____________; ☐ through his parent(s), and ____________ (was) (was not) issued Certificate of Citizenship No. A or AA
______________________. He ____________ (has) (has not) since lost United States citizenship. *(If citizenship lost, attach full explanation.)*
I am of the ______________ race. Before my marriage to him, he was married ____________ (1, 2, 3, etc.) time(s), as follows:

DATE MARRIED	NAME OF WIFE	IF MARRIAGE HAS BEEN TERMINATED:	
		Date Marriage Ended	How Marriage Ended *(Death or Divorce)*

(18) Fill in this block only if you claim citizenship through your stepfather. *(Applicable only if mother married U. S. Citizen prior to September 22, 1922.)*

The full name of my stepfather is ______________________, he was born on ____________ (Month) (Day) (Year) at ______________ (City) (State or country),
and resides at ______________________ (Street address, city, and State or country. If dead, write "dead" and date of death.) He became a citizen of the United States by ☐ birth,
☐ naturalization on ____________ (Month) (Day) (Year) in the ______________________ (Name of court, City and State) Certificate of Naturalization No. ____________,
☐ through his parent(s), and ____________ (was) (was not) issued Certificate of Citizenship No. A or AA ____________. He ____________ (has) (has not) since lost United
States citizenship. *(If citizenship lost, attach full explanation.)* He and my mother were married to each other on ____________ (Month) (Day) (Year) at ______________ (City and State or country)
My mother is of the ____________ race. She ____________ (was) (was not) issued Certificate of Citizenship No. A ____________
Before marrying my mother, my stepfather was married ____________ (1, 2, 3 etc.) time(s), as follows:

DATE MARRIED	NAME OF WIFE	IF MARRIAGE HAS BEEN TERMINATED	
		Date Marriage Ended	How Marriage Ended *(Death or Divorce)*

(19) I ____________ (have) (have not) previously applied for a certificate of citizenship on ____________ (Date), at ______________ (Office)

(20) Signature of person preparing form, if other than applicant. I declare that this document was prepared by me at the request of the applicant and is based on all information of which I have any knowledge.
SIGNATURE
ADDRESS
DATE

(SIGN HERE) ______________________
(Signature of applicant or parent or guardian)

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APPLICANT. - Do not fill in or sign anything on this page

AFFIDAVIT

I, the ______________________ , do swear
(Applicant, parent, guardian)
that I know and understand the contents of this application, signed by me, and of attached supplementary pages numbered ( ) to ( ), inclusive, that the same are true to the best of my knowledge and belief, and that corrections numbered ( ) to ( ) were made by me or at my request.

____
(Signature of applicant, parent, guardian)

Subscribed and sworn to before me upon examination of the applicant (parent, guardian) at ______________________,
this ________ day of ______________________, ________
and continued solely for:

____
(Officer's Signature and Title)

REPORT AND RECOMMENDATION ON APPLICATION

On the basis of the documents, records, and persons examined, and the identification upon personal appearance of the underage beneficiary, I find that all the facts and conclusions set forth under oath in this application are ______ true and correct; that the applicant did ______ derive or acquire United States citizenship on ______________________, through
(Month) (Day) (Year)

and that (s)he ____________ been expatriated since that time. I recommend that this application be ____________ ____________ and that
(has) (has not) (granted) (denied)

____________ Certificate of citizenship be __________ issued in the name of ______________________
(A) (AA)

In addition to the documents listed in Item 14, the following documents and records have been examined:

Person Examined	*Address*	*Relationship to Applicant*	*Date Testimony Heard*

Supplementary Report(s) No.(s) ______________________ Attached

Date ______________________ , ____________

____
(Officer's Signature and Title)

I do ____________ concur in the recommendation

Date ______________________ , ____________

____
(Signature of District Director or Officer in Charge)

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Chapter Nine

The Naturalization Oath Ceremony

We are the champions my friends
and we'll keep on fighting till the end
We are the champions
–Queen

In this Chapter:

- After the Interview
- Preparing for the Oath Ceremony
- The Ceremony
- After the Ceremony
- Revocation of Citizenship
- Expatriation

The naturalization oath ceremony is the final step.

This chapter describes the oath ceremony, which is the conclusion of the naturalization process. While passing the interview is necessary, you only become a citizen after taking the oath and receiving the naturalization certificate.

AFTER THE INTERVIEW

You are not a United States citizen until you have taken the oath of allegiance at the oath ceremony and received your naturalization certificate. After you pass your interview, you need to stay eligible for citizenship until your oath ceremony. If you do anything that causes you to lose your eligibility between the interview and oath, you cannot be sworn in as a United States citizen. You may have to wait additional time to regain eligibility, or you may never be able to naturalize.

See Chapter 2 for more information on eligibility

Completing the Questionnaire

At the ceremony, you will complete a questionnaire about your activities since the interview. The questionnaire is on the back of Form N-445, *Notice of Naturalization Oath Ceremony*. You may receive this form at your interview or later by mail. Most of the questions are repeated from the N-400. The answers help INS to know if you are still eligible to become a citizen. If you answer "yes" to any question, an INS officer will ask additional questions to determine if there is an eligibility problem. You cannot take the oath until the problem is resolved.

See Attachment A for a copy of Form N-445.

If there is a problem, your name will be removed from the oath ceremony list. INS will notify you in writing of the specific problem. You will have 15 days to respond. You will be scheduled for another interview to offer proof that your problem is corrected and your eligibility continues. If you are still eligible, your application will be approved and you will be rescheduled for an oath. Following are the questions on Form N-445.

Have you married, or been widowed, separated, or divorced? (If "Yes" please bring documented proof of marriage, death, separation, or divorce.)

Reason: If you got married or divorced and changed your name, you will need to change the name on your naturalization certificate. If you applied for citizenship after three years because of marriage to a United States citizen, you need to remain married until you are sworn in.

oath ceremony = An administrative (INS) or judicial (court) procedure giving you the opportunity to swear allegiance or loyalty to the United States; also called the swearing-in ceremony. *"I'm going to my oath ceremony tomorrow morning."*

Have you traveled outside of the United States?

Reason: If you were gone for more than six months after the interview, talk to a legal professional to see if you are still eligible. INS wants to make sure that you kept your residency in the United States. You may have to bring proof that you kept your apartment, house, job, and bank account in the United States while you were gone and show the reason you left.

Have you knowingly committed any crime or offense, for which you have not been arrested; or have you been arrested, cited, charged, indicted, convicted, fined, or imprisoned for breaking or violating any law or ordinance, including traffic violations?

> *Below is an explanation in simple words:*
> **Did you break a law and not get arrested or did you break a law, including traffic violations, and get: arrested; given a citation or official notice to give testimony before a judge; charged by a law enforcement agency such as the police for breaking the law; indicted by a court of law for possibly breaking the law; convicted of breaking the law; ordered to pay a fine; or put in jail for breaking the law?**

Reason: If you were arrested, INS needs to know what happened with your criminal case. You may not be eligible to be sworn in until charges and penalties have been determined. For this reason, INS needs to see a certified court disposition. If you do not have one, INS will schedule another interview for you to bring one in. Even if you do not write it on your N-445, INS may find out if you have been arrested. This will cause a serious problem in the future if you do not tell the truth.

Have you joined any organization, including the Communist Party, or become associated or connected therewith in any way?

Reason: Current members of the Communist Party cannot become United States citizens.

Have you claimed exemption from military service?

Reason: Men who write on their N-445 that they cannot serve in the military because they are citizens of another country are not eligible for citizenship.

Has there been any change in your willingness to bear arms on behalf of the United States; to perform non-combatant service in the armed forces of the United States; to perform work of national importance under civilian direction, if the law requires it?

Reason: You must agree to serve the United States in a military or non-fighting job or help in a national emergency if the law requires it. If you have changed your mind since the interview and are no longer willing to do this, you cannot become a citizen unless INS approves your taking a partial oath.

See Chapter 2, page 33 for more information.

Have you practiced polygamy; received income from illegal gambling; been a prostitute, procured anyone for prostitution or been involved in any other unlawful commercialized vice; encouraged or helped any alien to enter the United States illegally; illicitly trafficked in drugs or marijuana; given any false testimony to obtain immigration benefits; or been a habitual drunkard?

Reason: Participating in any of these activities will prevent you from being able to establish good moral character. Some of these may also cause you to have serious legal problems that could result in your deportation.

PREPARING FOR THE OATH CEREMONY

Location of the Ceremony

Many oath ceremonies are held at a federal or state courthouse. They may also be at the INS district office, a university, concert hall, or other public location. If you are changing your last name, your oath ceremony must be conducted by a judge.

Dressing for the Ceremony

Proper attire should be worn to the ceremony. This means that you should wear clothes that reflect the event's importance.

Documents You Need to Bring

Form N-445 lists a number of documents to bring to the ceremony.

Alien Registration Card

INS collects your green card because you will not need it once you are a citizen. If you lost your green card, INS may want an explanation. If it was stolen, INS may also ask to see a police report.

Re-Entry Permit

A Re-Entry Permit is a document used by a permanent resident to re-enter the country after the person has been outside of the United States more than a year. The Re-Entry Permit is evidence that the person did not abandon his or her permanent residence. It shows the reason that the person had to be outside the country for a long period of time. INS wants to see this document at the ceremony, even if it has expired, to know that the person is still a permanent resident eligible to naturalize.

Refugee Travel Document

A Refugee Travel Document is used by refugees and asylees to travel outside the United States without a passport. Once they are citizens, refugees and asylees should use a United States passport.

All INS Documents You Have

All immigration documents issued by INS will be collected at the ceremony because you will no longer need them as a citizen.

Who to Bring with You to the Ceremony

You can bring family or friends to the ceremony. Sometimes the notice says you can only bring a limited number of people. Otherwise, you can bring as many people as you want.

When to Arrive at the Ceremony

It is important to arrive at the ceremony on time. Usually you will be asked to arrive an hour or more before the ceremony starts. This is so INS can review your N-445 questionnaire and register you as eligible for the oath.

You may also want to allow time after the ceremony to correct any problems with your certificate, apply for a passport, or register to vote.

Problems in Attending the Ceremony

You Do Not Receive Notice of Your Oath Ceremony

Find out how long people in your INS district normally wait to receive their oath ceremony notice. Contact INS if you have waited longer. An INS officer may check the status of your case to see when you will be notified of the oath.

You Cannot Attend the Scheduled Ceremony

You should make every possible effort to attend the ceremony as scheduled. If you cannot attend, you must write a letter to your INS district office immediately and give sufficient reasons why you cannot attend. For example, if you have to leave the United States to take care of a sick parent you will be given another opportunity to take the oath. Return your oath notice with the letter and keep a copy of both for your records.

If you fail to attend more than one oath ceremony and you do not notify INS with a good reason, INS will begin procedures to deny your application. You may have to start the application process over again.

You Have Special Health Needs

If you are unable to attend the ceremony because of a disability or serious health problem, you can request that you take the oath at your home or another location as an accommodation.

See Chapter 7, page 238 for more information about accommodations.

You Need Your Citizenship Before the Oath Date

INS will expedite your ceremony if there are serious or humanitarian reasons. Some reasons for an expedited oath are serious illness of the applicant or a member of the applicant's family, advanced age, or emergency travel outside the United States. If you need an expedited oath, submit a request in writing to the court or the District Director of your local INS office.

THE CEREMONY

Checking In

You will need to check in with INS before the ceremony. An INS officer will check your Alien Registration Card and other picture identification to confirm that your name is on the list of people to be naturalized. Green cards will be collected before or after the ceremony. The officer will also collect your questionnaire, the *Notice of Naturalization Oath Ceremony* (Form N-445). If you answered "yes" to any question, the officer will ask you for additional information to reconfirm your eligibility.

The officer will have you sign your name on the naturalization certificate to authorize the certificate and to reconfirm your identity. The certificate is not valid until you sign it. Your signature must match your name as it is printed on the certificate. Do not use initials. It is important that new citizens review their naturalization certificates carefully for errors and report them immediately.

Rights and Responsibilities of New Citizens

Often a court or INS official will speak about the rights and responsibilities of new citizens. Other topics covered may include registering to vote, getting a United States passport, filing permanent resident petitions for close family members, and protecting the naturalization certificate.

Beginning of the Ceremony (Judicial)

The clerk of the court announces that the ceremony is about to begin. Then the clerk asks all people in the room to stand up, bangs a gavel, and announces that the court is in session. After the judge enters the courtroom, all the people sit down.

Approval of Naturalization Applicants

An INS officer says how many naturalization applicants are to be sworn in at the ceremony. He or she tells the judge that all applications are in good order and recommends that the people take the oath so that they can become United States citizens. The judge accepts the request and then asks all of the applicants to stand.

Administration of the Oath

The judge gives the applicants the oath of allegiance. Sometimes the judge asks the applicants to repeat by reading the oath after him or her. Other times, the judge reads the oath and then asks if the applicants accept it by saying, "I do."

Oath of Allegiance

I hereby declare, on oath, that I absolutely and entirely renounce and abjure all allegiance and fidelity to any foreign prince, potentate, state, or sovereignty of whom or which I have heretofore been a subject or citizen; that I will support and defend the Constitution and laws of the United States of America against all enemies foreign and domestic; that I will bear true faith and allegiance to the same; that I will bear arms on behalf of the United States when required by the law; that I will perform noncombatant service in the armed forces of the United States when required by the law; and that I take this obligation freely without any mental reservation or purpose of evasion, so help me God.

Below is the oath explained in simple and informal English:
I swear that I will no longer be loyal to the government of any country where I used to live. I will support the Constitution and the laws of the United States. I will defend the United States from all enemies within and outside the country. I will serve in the armed forces, do non-fighting work, and help with important national work when required by the law. I take this oath freely and without any doubts.

Congratulations Speech by the Judge

The following is part of a speech given by Judge Abraham Lincoln Marovitz at an oath ceremony on November 17, 1994 in Chicago, Illinois.

From our beginning as a nation, we have admitted to our country and to citizenship, immigrants from the diverse lands of the world. We had faith that thereby we would best serve ourselves and mankind. This faith has been justified. The United States has grown great. The immigrants and their immediate descendants have proved themselves both loyal and great citizens of the country. Liberty has knit us closely together as Americans. From this very assembly today, we may note the common devotion to our country.

America has believed that each race, each ethnic group, each religion, each person has something of peculiar value which they can contribute to the attainment of those ideals for which they are striving. America has believed that we must not only give to the immigrant the best that we have, but must preserve for America the good that is in the immigrant, and develop in him and her the best of which they are capable of doing. America has believed that in differentiation, not in uniformity, lies the fate of progress.

My friends, you know better than I the blessings of liberty and freedom. Some of you have been the personal victims of oppression and discrimination. You can appreciate, without any prodding from me, the importance of the heritage and challenge you have today embraced.

I welcome you all as citizens of America. As of today, you are equal citizens entitled to the same rights and privileges, and subject to the same obligations, as Americans, whose fathers and grandfathers, and great-grandfathers were born in this land. I thank you, from the depths of my heart, for choosing our beloved country in which to work and live. May God bless you and guide you.

Closing the Ceremony

After the judge completes the speech, the clerk of the court asks all the people to rise, bangs the gavel, and announces that the court is adjourned and the ceremony is over.

Distribution of Naturalization Certificates

See Attachment B for a sample naturalization certificate.

The INS officer calls the new citizens by name or by row to receive their naturalization certificates.

If you applied for a name change, a copy of your name change petition should be attached to your naturalization certificate. You will need this form when you apply for documents such as a driver's license or passport with your new name. If it is missing, tell the INS officer and ask how you can get it.

Review your certificate for errors immediately after you receive it and report any errors to the INS officer. The officer will tell you how to get it corrected.

Problems at the Ceremony

You Do Not Have Your Green Card

If you do not have your green card because you lost it since your interview, INS will allow you to take the oath, but may not give you a naturalization certificate until you fill out an affidavit or sworn statement in front of an INS officer that says you lost the green card.

You Arrive Late

If you arrive late, you may not be able to take the oath at the ceremony. INS will reschedule you for another date. If you miss the ceremony two times, you may have to begin your application process over again.

Your Naturalization Certificate is Missing

INS may not have your naturalization certificate at the ceremony. If your name is on the list of people to be sworn in that day, generally you can still attend the ceremony. INS may be able to create a certificate that same day or mail one to you later.

Your Naturalization Certificate Has an Error

As soon as you receive your naturalization certificate, you should review it for errors. Show it to the INS officer at the ceremony and ask the officer how to get it corrected or get a replacement. It is easier to take care of the error on the day you become a citizen. If you find the error later, you have to submit *Application for Replacement Naturalization/Citizenship Document* (Form N-565) to your local INS office.

See Attachment C for a copy of Form N-565.

If your certificate can be corrected easily, you will be given the same certificate with the correction. A copy of the INS form approving the correction will go into your file. If not, you will get a replacement certificate. INS will destroy your original naturalization certificate.

AFTER THE CEREMONY

You can take advantage of your United States citizenship immediately following the ceremony by doing any of the following.

Register to Vote

Mail in your voter registration form or register with a certified voter registrar, often found at the Department of Motor Vehicles.

Apply for a United States Passport

Without a green card, the United States passport is an important document to prove your identity and citizenship. It may take up to 6 weeks to process the application.

See Chapter 10, page 310 for more information.

File Permanent Resident Petitions for Family Members

As a United States citizen, you can petition for immediate family members as a priority above the relatives of lawful permanent residents. In advance of the ceremony, you can seek help from an immigration professional to prepare the petition so it is ready to be mailed when you get your certificate.

Note: If you date and submit the petition before you get your naturalization certificate, your petition may not be accepted because you are not a citizen until you take the oath and receive your certificate.

Change Your Name

You can change your old documents and personal accounts to show your new name. You may want to first get a government document, such as a driver's license or state ID, and use it to change your name on any bank accounts, credit card accounts, employment records, or other documents.

voter registrar = A citizen who has taken voter registration training and an oath from a government official to verify the identities of future voters. *"I registered to vote at the library with a certified voter registrar."*

Protecting Your Naturalization Certificate

Keep your certificate in a safe place at home or use a safety deposit box. This is a box in a bank that is kept under very tight security. Do not fold your certificate because it will become difficult to read over time. You can laminate it with a plastic cover. Only carry your certificate when you need it. You can use it to travel to Canada or Mexico, although a United States passport is more convenient.

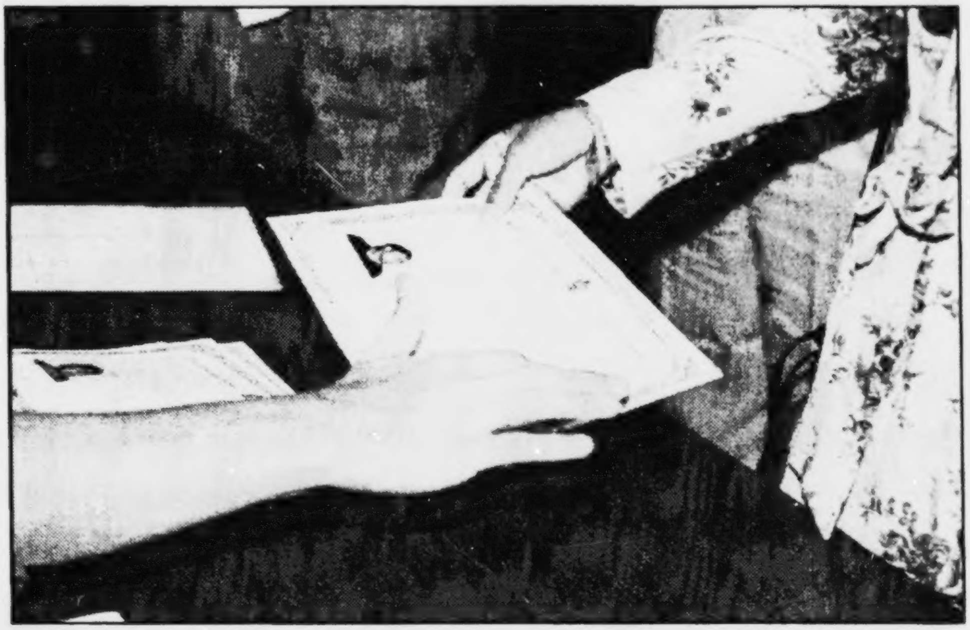
It is illegal to photocopy the certificate unless it is for the purpose of an INS application, such as evidence of employment authorization or a petition for a relative.

Replacing or Changing Your Naturalization Certificate

You need to file Form N-565 to replace or change your certificate for anything more than a clerical error. INS may call you to appear in person if necessary.

If your certificate was lost, damaged, or destroyed, INS will issue you a new certificate in person, through your legal representative, or by registered or certified mail. If your certificate was damaged, you must return it to INS before a new one will be issued.

If you legally change your name after you are naturalized, you can apply for a certificate in your new name.



REVOCATION OF CITIZENSHIP

Losing Citizenship After Naturalization

Loss of of citizenship through denaturalization is very rare. Generally, people facing denaturalization by INS have lied about their eligibility or good moral character. The lie may occur on the application, at the interview, or at the ceremony.

See Chapter 2 for more information about eligibility and good moral character.

What Happens When You are Denaturalized

When you are denaturalized your certificate of naturalization is canceled. The date of denaturalization is retroactive to the date you received your certificate. If your spouse, parents, or children got citizenship or permanent residence through your naturalization, they may also lose it.

Legal Representation

If you ever receive a denaturalization notice from INS, it is important to get good legal representation from a lawyer or accredited representative with experience in denaturalization. For some cases, this would be an attorney with knowledge of both criminal and immigration law.

If Your Citizenship is Revoked

If your citizenship is revoked, you become a permanent resident again. You may be able to re-apply for citizenship at a future date if you were previously eligible but lied and would have been denied for lack of good moral character. In extreme cases, you may be ineligible because of a deportable offense which was hidden from INS until after naturalization. In these cases, INS will try to deport you after the denaturalization is finished.

denaturalization = The legal process leading to the loss of citizenship after naturalization. *"INS put her in denaturalization proceedings two years after getting her citizenship."*

retroactive = Effective at an earlier date. *"His denaturalization this month is retroactive to the date of his naturalization one year ago."*

revoked = Lost or cancelled. *"After many months in denaturalization proceedings, his citizenship was revoked."*

There are several main reasons for denaturalization.

Reason: You were not eligible to be naturalized and you lied to INS or hid the information about the ineligibility.
Examples: (1) You were convicted of an aggravated felony ten years before you became a citizen and lied about it on the N-400. You were not eligible for citizenship. (2) You were convicted of a minor, non-aggravated felony three years before you became a citizen and lied about it on the N-400. You were not eligible for citizenship at that time. You needed to re-establish good moral character. (3) You were out of the country for three years within the last five years before you became a citizen and you lied about the absence on your N-400. You did not meet the residency requirement.

Reason: You would have met the requirements for naturalization if you were truthful, but you lied to INS.
Example: You were arrested on a minor criminal charge that was dismissed for lack of evidence. You would have qualified for naturalization, but you lied on the N-400 about the arrest. You did not meet the good moral character requirement because you lied.

Reason: You became a citizen even though you knew you were breaking the law.
Example: You acquired your green card through fraud and used it to apply for citizenship.

Reason: You became a member of a communist or subversive organization within five years of becoming a citizen.
Example: You joined the United States Communist Party three years after becoming naturalized.

Reason: You were convicted of contempt for refusing to testify before a congressional committee about your anti-government activities. (Only within the first ten years after naturalizing.)
Example: You would not testify about the terrorist bombing of a government building.

EXPATRIATION

Citizenship is not easily lost. However, naturalized citizens and citizens by birth can lose their citizenship automatically through expatriation. You must show that you intend to give up your United States citizenship and that you do so voluntarily. There must be evidence in both your words and your actions.

Expatriating Acts

According to the law, you may lose your citizenship by committing one of the actions listed below if you do so voluntarily with the intention of giving up your citizenship. But the law is complex and there are exceptions to these actions, especially if you were under age 18 at the time. Additionally, in all but the last two actions listed, an expatriating act committed inside the United States or its possessions is not effective until you take up residence elsewhere.

- You become naturalized in another country after age 18 by application.
- You take an oath or give allegiance to another country after age 18.
- You become a member of the armed forces of another country that is at war with or hostile to the United States.
- You become an officer in the armed forces of another country.
- You serve in a government job for another country after age 18 if you are naturalized in that country.
- You serve in a government job for another country and you are required to give allegiance to that country in order to have the job.
- You formally give up your United States citizenship before a United States diplomatic or consular officer in another country.
- You make a formal written statement that you want to give up your United States citizenship before an authorized government official when the United States is at war and the Attorney General gives approval.
- You are convicted of treason against the United States or trying to overthrow the government of the United States by force.

expatriation = The voluntary ending of United States citizenship. *"When he became a general in a foreign army he lost his U.S. citizenship through expatriation."*

treason = Participation in a war against the United States or the act of giving help to its enemies. *"He committed treason against the United States by working for a foreign intelligence service."*

Procedures

There is no procedure for you to formally lose your citizenship through expatriation. If the loss of citizenship is questioned and becomes an issue, the United States government must prove with sufficient evidence that the loss occurred. Only the State Department and the Attorney General have the authority to decide if you have lost your citizenship.

U.S. Department of Justice
Immigration and Naturalization Service

OMB No. 1115-0052
Notice of Naturalization Oath Ceremony

AR # ____________________

Date ____________________

You are hereby notified to appear for a Naturalization Oath Ceremony on:

at:

Please report promptly at ______________ M.

You must being the following with you:

- ☒ This letter, WITH ALL OF THE QUESTIONS ON THE OTHER SIDE ANSWERED IN INK OR ON A TYPEWRITER.
- ☒ Alien Registration Card.
- ☒ Reentry Permit, or Refugee Travel Document.
- ☒ Any Immigration documents you may have.
- ☒ If the naturalization application is on behalf of your child (children), bring your child (children).
- ☐ Other

Proper attire should be worn.

If you cannot come to this ceremony, return this notice immediately and state why you cannot appear. In such case, you will be sent another notice of ceremony at a later date. You must appear at an oath ceremony to complete the naturalization process.

Form N-445 (Rev. 1/8/92) **(SEE OTHER SIDE)**

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In connection with your application for naturalization, please answer each of the questions by checking "Yes" or "No". You should answer these questions the day you are to appear for the citizenship oath ceremony. These questions refer to actions since the date you were first interviewed on your Application for Naturalization. They do not refer to anything that happened before that interview.

After you have answered every question, sign your name and fill in the date and place of signing, and provide your current address.

You must bring this completed questionnaire with you to the oath ceremony, as well as the documents indicated on the front, and give them to the Immigration employee at the oath ceremony. You may be questioned further on your answers at that time.

AFTER the date you were first interviewed on your Application for Naturaliztion, Form N-400:	**ANSWERS**	
1. Have you married, or been widowed, separated, or divorced? (If "Yes" please bring documented proof of marriage, death, separation or divorce.)	1. ☐ Yes	☐ No
2. Have you traveled outside the United States?	2. ☐ Yes	☐ No
3. Have you knowingly committed any crime or offense, for which you have not been arrested; or have you been arrested, cited, charged, indicted, convicted, fined, or imprisoned for breaking or violating any law or ordinance, including traffic violations?	3. ☐ Yes	☐ No
4. Have you joined any organization, including the Communist Party, or become associated or connected therewith in any way?	4. ☐ Yes	☐ No
5. Have you claimed exemption from military service?	5. ☐ Yes	☐ No
6. Has there been any change in your willingness to bear arms on behalf of the United States; to perform non-combatant service in the armed forces of the United States; to perform work of national importance under civilian direction, if the law requires it?	6. ☐ Yes	☐ No
7. Have you practiced polygamy; received income from illegal gambling; been a prostitute, procured anyone for prostitution or been involved in any other unlawful commercialized vice; encouraged or helped any alien to enter the United States illegally; illicitly trafficked in drugs or marihuana; given any false testimony to obtain immigration benefits; or been a habitual drunkard?	7. ☐ Yes	☐ No

I certify that each of the answers shown above were made by me or at my direction, and that they are true and correct.

Signed at ______________________, on ______________________

(City and State) (Date)

______________________ ______________________

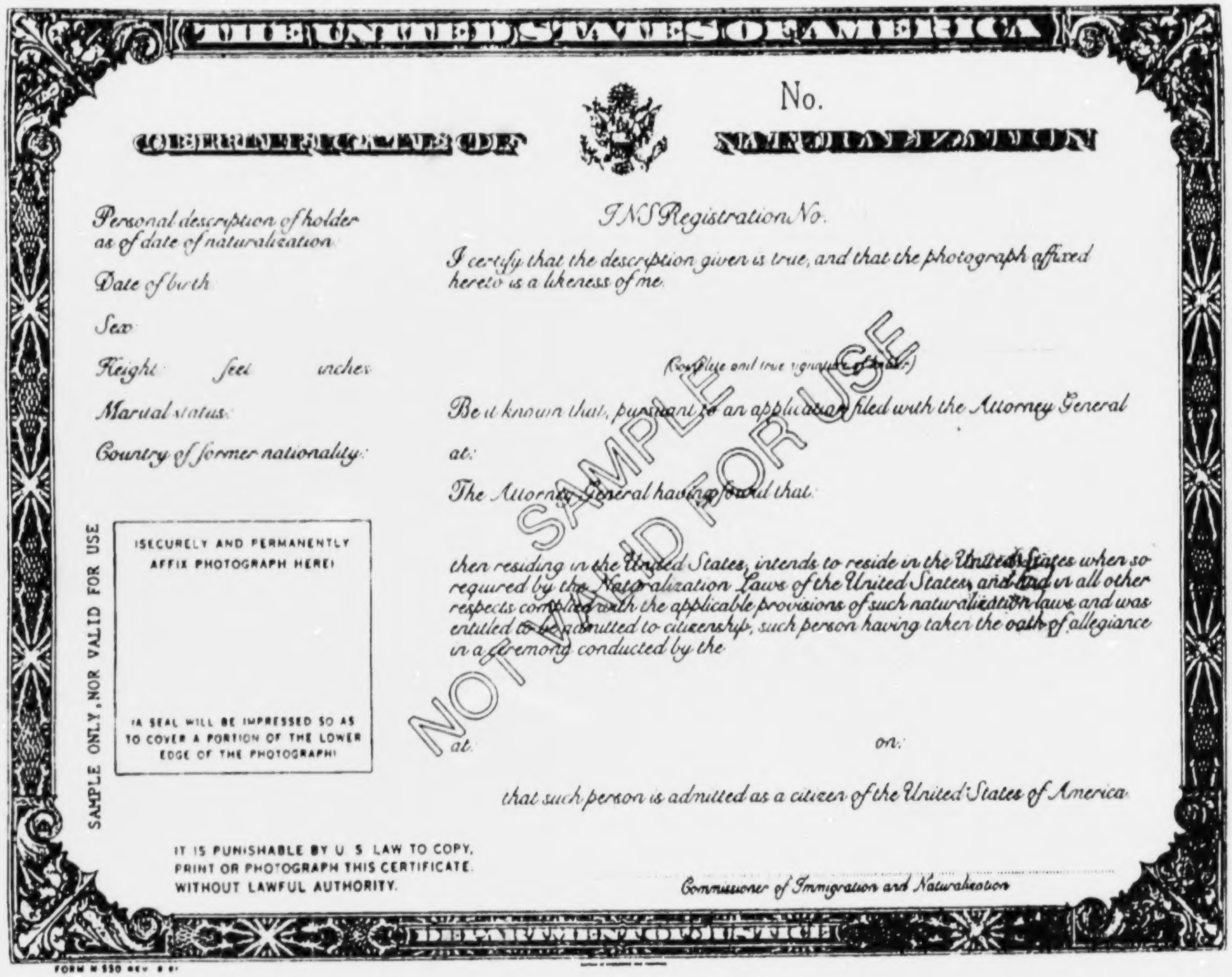
(Full Signature) (Full Address and ZIP Code)

Authority for collection of the information requested on Form N-445 is contained in Sections 101(f), 316, 332, 335 and 336 of the Immigration and Nationality Act (8 U.S.C. 1101 (f), 1427, 1443, 1446 and 1447). Submission of the information is voluntary. The principal purposes for requesting the information are to enable examiners of the Immigration and Naturalization Service to determine an applicant's eligibility for naturalization. The information requested may, as a matter of routine use, be disclosed to naturalization courts and to other federal, state, local or foreign law enforcement and regulatory agencies, the Department of Defense, including any component thereof, the Selective Service System, the Department of State, the Department of the Treasury, the Department of Transportation, Central Intelligence Agency, Interpol and individuals and organizations in the processing of any application for naturalization, or during the course of investigation to elicit further information required by the Immigration and Naturalization Service to carry out its functions. Information solicited which indicates a violation or potential violation of law, whether civil, criminal, or regulatory in nature, may be referred, as a routine use, to the appropriate agency, whether federal, state, local or foreign, charged with the responsibility of investigating, enforcing or prosecuting such violations. Failure to provide all or any of the requested information may result in a denial of the application for naturalization.

Public Reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: U.S. Department of Justice, Immigration and Naturalization Service, (Room 5304), Washington, DC 20536; and to the Office of Management and Budget, Paperwork Reduction Project: OMB No. 1115-0052,; Washington, DC 20503.

*U.S. GPO 1993-0-342-483/82674

CERTIFICATE OF NATURALIZATION



THE UNITED STATES OF AMERICA

No.

CERTIFICATE OF NATURALIZATION

Personal description of holder as of date of naturalization

Date of birth

Sex

Height feet inches

Marital status

Country of former nationality:

INS Registration No.

I certify that the description given is true, and that the photograph affixed hereto is a likeness of me.

(Complete and true signature of holder)

Be it known that, pursuant to an application filed with the Attorney General

at:

The Attorney General having found that:

then residing in the United States, intends to reside in the United States when so required by the Naturalization Laws of the United States, and had in all other respects complied with the applicable provisions of such naturalization laws and was entitled to be admitted to citizenship, such person having taken the oath of allegiance in a ceremony conducted by the

at: *on:*

that such person is admitted as a citizen of the United States of America.

(SECURELY AND PERMANENTLY AFFIX PHOTOGRAPH HERE)

(A SEAL WILL BE IMPRESSED SO AS TO COVER A PORTION OF THE LOWER EDGE OF THE PHOTOGRAPH)

SAMPLE ONLY, NOR VALID FOR USE

IT IS PUNISHABLE BY U. S. LAW TO COPY, PRINT OR PHOTOGRAPH THIS CERTIFICATE, WITHOUT LAWFUL AUTHORITY.

Commissioner of Immigration and Naturalization

DEPARTMENT OF JUSTICE

FORM N 550 REV. 8 8

SAMPLE NOT VALID FOR USE

OMB #1115-0015

U.S. Department of Justice
Immigration and Naturalization Service

Application for Replacement Naturalization/Citizenship Document

INSTRUCTIONS

Purpose of This Form.

This form is used to apply for a replacement Declaration of Intention, Naturalization Certificate, Certificate of Citizenship, or Repatriation Certificate, or to apply for a special certificate of naturalization as a U.S. citizen to be recognized by a foreign country.

Who May File.

If you have been issued a Declaration of Intention, Naturalization Certificate, Certificate of Citizenship, or Repatriation Certificate which has been lost, mutilated, or destroyed, or if your name has been changed by marriage or by court order after the document was issued and you wish a document in the new name, you may apply for a replacement.

If you are a naturalized citizen who desires to obtain recognition as a citizen of the United States by a foreign country, you may apply for a special certificate for that purpose.

General Filing Instructions.

Please answer all questions by typing or clearly printing in black ink. Indicate that an item is not applicable with "N/A." If an answer is "none," please so state. If you need extra space to answer any item, attach a sheet of paper with your name and your A#, if any, and indicate the number of the item.

Every application must be properly signed and filed with the correct fee. If you are under 14 years of age, your parent or guardian may sign the application in your behalf.

Initial Evidence Requirements.

You must file your application with the following evidence:

- You must submit two color photographs of yourself taken within 30 days of this application. These photos must be glossy, unretouched and unmounted, and have a white background. The dimension of your face should be about 1 inch from your chin to top of your hair. Your face should be a 3/4 frontal view of the right side with your right ear visible. Using pencil or felt pen, lightly print name and A# if any, on the back of each photo. This requirement may be waived by the Service if you can establish that you are confined because of age or physical infirmity.

- If you are applying for replacement of a mutilated document, you must attach the mutilated document.

- If you are applying for a new document because your name has been changed, you must submit the original Service document and a copy of the marriage certificate or court order showing the name change.

- If you are applying for a special certificate of naturalization, you must attach a copy of your naturalization certificate.

Copies.

If these instructions state that a copy of a document may be filed with this application, and you choose to send us the original, we may keep that original for our records.

Where to File.

File this application at the local Service office having jurisdiction over your place of residence.

Fee.

The fee for this application is $135.00, except there is no fee if you check block 2(d) of Part 2. The fee must be submitted in the exact amount. It cannot be refunded. **DO NOT MAIL CASH**.

All checks and money orders must be drawn on a bank or other institution located in the United States and must be payable in United States currency. The check or money order should be made payable to the Immigration and Naturalization Service, except that:

- If you live in Guam, and are filing this application in Guam, make your check or money order payable to the "Treasurer, Guam."

- If you live in the Virgin Islands, and are filing this application in the Virgin Islands, make your check or money order payable to the "Commissioner of Finance of the Virgin Islands."

Checks are accepted subject to collection. An uncollected check will render the application and any document issued invalid. A charge of $30.00 will be imposed if a check in payment of a fee is not honored by the bank on which it is drawn.

Processing Information.

Rejection. Any application that is not signed or not accompanied by the correct fee will be rejected with a notice that the application is deficient. You may correct the deficiency and resubmit the application. However, an application is not considered properly filed until accepted by the Service.

Form N-565 Instructions (Rev. 04/28/00)Y

Initial processing. Once the application has been accepted, it will be checked for completeness, including submission of the required initial evidence. If you do not completely fill out the form, or file it without required initial evidence, you will not establish a basis for eligibility and we may deny your application.

Requests for more information or interview. We may request more information or evidence or we may request that you appear at an INS office for an interview. We may also request that you submit the originals of any copy. We will return these originals when they are no longer required.

Decision. If you establish eligibility for the document, your application will be approved and the document issued. A special certificate of naturalization will be forwarded to the Department of State for delivery to a foreign government official. If your application is denied, you will be notified in writing of the reasons for the denial.

Penalties.

If you knowingly and willfully falsify or conceal a material fact or submit a false document with this request, we will deny the benefit you are filing for, and may deny any other immigration benefit. In addition, you will face severe penalties provided by law, and may be subject to criminal prosecution.

Privacy Act Notice.

We ask for the information on this form, and associated evidence, to determine if you have established eligibility for the immigration benefit you are seeking. Our legal right to ask for this information is in 8 USC 1439, 1440, 1443, 1445, 1446, and 1452. We may provide this information to other government agencies. Failure to provide this information, and any requested evidence, may delay a final decision or result in denial of your request.

Paperwork Reduction Act Notice.

A person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood and which impose the least possible burden on you to provide us with information. Often this is difficult because some immigration laws are very complex. Accordingly, the reporting burden for this collection of information is computed as follows: (1) learning about the law and form, 10 minutes; (2) completing the form, 10 minutes; and (3) assembling and filing the application, 35 minutes, for an estimated average of 55 minutes per response. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write the Immigration and Naturalization Service, HQPDI, 425 I Street, N.W., Room 4034, Washington, D.C. 20536; OMB No. 1115-0015. **DO NOT MAIL YOUR COMPLETED APPLICATION TO THIS ADDRESS.**

Form N-565 Instructions (Rev. 04/28/00)Y Page 2

OMB # 1115-0015

U.S. Department of Justice
Immigration and Naturalization Service

Application for Replacement Naturalization/Citizenship Document

START HERE - Please type or print

Part 1. Information about you.

Family Name | Given Name | Middle Name

Address - In care of:

Street # and Name | Apt #

City or town | State or Province

Country | Zip or Postal Code

Date of Birth *(Month/Day/Year)* | Country of Birth

Certificate # | A #

Part 2. Type of application.

1. I hereby apply for: (check one)

a. ☐ a new Certificate of Citizenship
b. ☐ a new Certificate of Naturalization
c. ☐ a new Certificate of Repatriation
d. ☐ a new Declaration of Intention
e. ☐ a special Certificate of Naturalization to obtain recognition of my U.S. citizenship by a foreign country

2. Basis for application: (If you checked other than "e" in Part 1, check one)

a. ☐ my certificate is/was lost, stolen or destroyed (attach a copy of the certificate if you have one). Explain when, where and how.

b. ☐ my certificate is mutilated (attach the certificate)
c. ☐ my name has been changed (attach the certificate)
d. ☐ my certificate or declaration is incorrect (attach the documents)

Part 3. Processing information.

SEX ☐ Male ☐ Female | Height | Marital Status ☐ Single ☐ Married ☐ Widowed ☐ Divorced

My last certificate or declaration of intention was issued to me by:

INS Office or Name of court | Date *(Month/Day/Year)*

Name in which the document was issued:

Other names I have used (if none, so indicate):

Since becoming a citizen, have you lost your citizenship in any manner?

☐ No ☐ Yes (attach an explanation)

Part 4. Complete if applying for a new document because of name change.

Name changed to present name by: (check one)

☐ Marriage or Divorce on (month/day/year) ____________ (attach a copy of marriage or divorce certificate)

☐ Court Decree (month/day/year) ____________ (attach a copy of the court decree)

FOR INS USE ONLY

Returned	Receipt
Resubmitted	
Reloc Sent	
Reloc Rec'd	
☐ Applicant Interviewed	

☐ Declaration of Intention verified by ____________

☐ Citizenship verified by ____________

Remarks

Action Block

To Be Completed by *Attorney or Representative*, if any
☐ Fill in box if G 28 is attached to represent the applicant

VOLAG#

ATTY State License #

Continued on back.

Form N-565 (Rev. 04/28/00)Y Page 1

Part 5. Complete if applying to correct your document.

If you are applying for a new certificate or declaration of intention because your current one is incorrect, explain why it is incorrect and attach copies of the documents supporting your request.

Part 6. Complete if applying for a special certificate of recognition as a citizen of the U.S. by the Government of the foreign country.

Name of Foreign Country

Information about official of the country who has requested this certificate (if known)

Name	Official Title
Government Agency	
Address: Street # and Name	Room #
City	State Province
Country	Zip Postal Code

Part 7. Signature.

Read the information on penalties in the instructions before completing this part. If you are going to file this application at an INS office in the U.S., sign below. If you are going to file it at a U.S. INS office overseas, sign in front of a U.S. INS or Consular Official.

I certify, or if outside the United States, I swear or affirm, under penalty of perjury under the laws of the United States of America, that this application and the evidence submitted with it is all true and correct. I authorize the release of any information from my records which the Immigration and Naturalization Service needs to determine eligibility for the benefit I am seeking.

Signature		**Date**
Signature of INS or Consular Official	Print Name	Date

Please Note: *If you do not completely fill out this form, or fail to submit required documents listed in the instructions, you may not be found eligible for a certificate and this application may be denied.*

Part 8. Signature of person preparing form, if other than above. (sign below)

I declare that I prepared this application at the request of the above person and it is based on all information of which I have knowledge.

Signature	**Print Your Name**	**Date**
Firm Name and Address		

Chapter Ten

Now that You Are a Citizen

Peace unto you for that you persevered in patience!
So how excellent!
–The Holy Qur'an

In this Chapter:

- Getting a United States Passport
- Bringing Family Members to the United States
- Voting
- Serving on a Jury
- Your Voice as a New Citizen

As a new citizen you have many benefits.

You can get a passport, bring close family members to the United States to live permanently, vote in elections and more. This chapter outlines how to take advantage of some of the benefits and duties you now have as a new citizen.

GETTING A UNITED STATES PASSPORT

Your First United States Passport

You can apply for a passport the same day you receive your naturalization certificate. You must apply for your first passport in person at a passport agency or acceptance facility.

Where to Apply

There are passport offices in major cities, and there are more than 3,500 passport acceptance facilities throughout the country in post offices and other locations that can issue passports. To find a location near you, you can:

- look in the phone book in the federal government section (blue pages) under "passport";
- call information at "411"; or
- look on the internet at http://www.state.gov. Select "Services", then "Passports", then "Where to Apply for a Passport Nationwide." You will get a list of states. Select your state and you will find a complete directory.

What to Bring With You

- A check or money order for $60. If you need your passport very quickly, it will cost an additional $35 plus the cost of any mailing or delivery service.
- Proof of United States citizenship using your original naturalization certificate.
- Proof of identity with one of the following: your original naturalization certificate; a driver's license; or a current government, military, work, or student ID.

Note: Do not turn in your original naturalization certificate. You will just show it to the official receiving your application.

- A completed Form DSP-11, *Application for Passport*, except for the signature. You can complete the form in advance, but do not sign it until you are in front of the official receiving it. You can download the form from the internet or get it at the passport agency or acceptance facility.

See Attachment A for a copy of Form DSP-11.

- Two passport photos as described below:
    - color or black and white
    - 2x2 inches in size
    - between 1 inch and 1 3/8 inches from the bottom of the chin to the top of the head
    - front view of the face
    - plain white or off-white background

Note: If you normally wear prescription glasses, a head covering, or similar articles, wear them for the picture. However, dark glasses are not allowed unless you have a doctor's letter, and the head covering cannot hide your face. You must include a statement with your application explaining why you have to wear the head covering.

Waiting Time for Your Passport

A regular passport takes about 6 weeks. Processing times vary at different facilities. If you are concerned, inquire about processing times before submitting the application. If you need your passport more quickly, you can get it within about 2 weeks for an extra $35 fee plus shipping fees for expedited mailing.

Passport for a Child

The parent or legal guardian of a child under 13 can apply for the passport without the child present. However, a current ID and proof of citizenship for the child is required. The passport costs $40 for a child age 15 or under and $60 for a child age 16 or older.

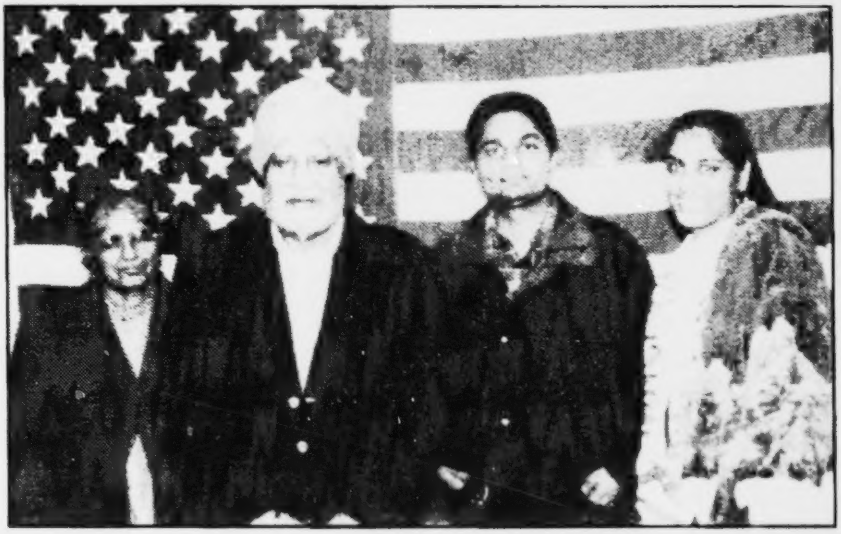
BRINGING FAMILY MEMBERS TO THE UNITED STATES

See Attachment B for a copy of Form I-130.

Historically, family reunification has been the principal policy underlying United States immigration law. Family-based immigration allows for close relatives of citizens and lawful permanent residents (LPRs) to immigrate to the United States by filing Form I-130 for a fee of $130. They immigrate either as immediate relatives of United States citizens or through the family preference system. These relatives are given immigrant visas and later issued an I-551 *Permanent Resident Card,* also known as a "green card."

United States citizens have an advantage over LPRs in petitioning for relatives. While an LPR can only petition for a spouse and unmarried children under age 21, a citizen also can petition for parents, brothers and sisters, married children, step children, and adopted children.

As a result of a 1996 change in the law, all citizens or LPRs wishing to petition for a family member must complete an *Affidavit of Support* (Form I-864). The affidavit must show that the sponsor's income is at least 125% of the poverty level in order to eliminate the need for sponsored relatives to receive federal means tested public benefits, such as food stamps. It is a legally enforceable document promising financial support for the sponsored relatives.



Immediate Relatives

The term "immediate relative" includes the following family relationships: spouse, child (unmarried, under age 21), and parent of a United States citizen. (A citizen must be age 21 or older to sponsor a parent.) It also includes widows and widowers of citizens who were married for at least two years prior to the citizen's death and who file an application within two years of the death.

The benefit of immigrating as an immediate relative is that there is no limit on the number of visas available each year. These persons are not subject to the long waiting period that exists in many of the preference categories. However, due to considerable backlogs at INS and overseas consulates, even immediate relatives can expect to wait more than a year to receive their immigrant status.

Family-Sponsored Visa Preferences

There are a limited number of visas available every year under the family preference system. Relatives immigrating through an LPR, as well as some immigrating through a citizen, are under the limit for available visas. The following are the family preference categories.

First Preference:	Unmarried sons and daughters (any age) of United States *citizen*.
Second Preference:	Has two subsections. 2A: Spouses and unmarried children (under age 21) of *LPR*. 2B: Unmarried sons and daughters (age 21 and older) of *LPR*.
Third Preference:	Married sons and daughters of United States *citizen*.
Fourth Preference:	Brothers and sisters of United States *citizen*, where citizen is at least 21 years old.

Priority Dates

When you file a petition for a family member through the family preference system, your visa petition is given a priority date. This is the date INS received your petition (Form I-130), if it was properly filed. To be properly filed, the petition must be completed, signed, and submitted with the filing fee and necessary documents. Visas are given in chronological order based on the priority date.

See Attachment C for a sample I-130 approval notice with priority date.

Once you know the priority date, you can determine whether or not it is available or "current" and how long before it becomes current. The primary source of information on visa availability is the *Visa Bulletin*, published monthly by the U.S. State Department. An immigration professional can provide you with this information, or you can find it on the State Department's website at http://travel.state.gov.

See Attachment D for a sample Visa Bulletin showing what priority dates are being called.

A preference visa is generally subtracted from a numerical limit for the country where the applicant was born. Yearly numerical limits are created by the United States government in order to control the numbers of immigrants coming from countries with high numbers and to give other immigrants an opportunity to come to the United States. This is because there are more immigrants from some countries than from others. Once the visas for a particular country are used for the year, no more visas will be issued that year.

United States vs. Overseas Processing

See Attachment E for a sample visa appointment letter.

When the priority date for your relative is current, you will receive a letter from the INS National Visa Center asking if the visa will be processed at an overseas consulate or through the local INS office. Immigrants meeting certain requirements are eligible to process their visas in the United States. Other immigrants with petitions filed on or before April 30, 2001 may qualify to process in the United States by paying a penalty fee of $1,000. Those who are not eligible to process in the United States must go to an overseas consulate.

Warning: If your relative is living undocumented in the United States, leaving to process at an overseas consulate may have serious consequences. It may trigger a three or ten year bar against re-entering the United States. However, a waiver of the bar may be available. Talk to an immigration lawyer or accredited representative before your relative leaves the United States.

Principal and Derivative Beneficiaries

Family members who are being petitioned by a United States citizen or LPR through the preference system are called "principal beneficiaries" when they immigrate with their minor, unmarried children (under 21) or spouse. Their minor, unmarried children or spouse may also be admitted to the United States as "derivative beneficiaries," as they are dependents of the principal beneficiary. They can be given the same preference status as the principal beneficiary without having to file a separate I-130 petition. These derivatives may either accompany the principal beneficiary or "follow to join," which means immigrating more than four months after the principal beneficiary. However, this procedure only works through the preference system. A family member immigrating as an immediate relative of a citizen cannot bring derivative beneficiaries. In this case, each family member must file a separate I-130 petition.

Changing Priority Dates

Intending immigrants may lose their ability to immigrate under the original I-130 while it is being processed. For example, the unmarried son or daughter of an LPR may marry, thus canceling the petition, or the derivative, dependent child of an immigrating parent may turn 21, thus requiring a separate I-130 to be filed.

Alternatively, the intending immigrant may change from one preference category to another. For example, an unmarried son or daughter of a citizen may marry, thus moving from first preference to third preference. Or an unmarried child of a citizen who was classified as an immediate relative would become a first preference applicant upon turning 21.

In some of the examples above, the intending immigrant is able to retain the original priority date, even if a new I-130 must be filed.

Upgrading Petitions for Family Members

I-130 petitions that you filed for family members when you were a permanent resident can be upgraded when you become a citizen. Send a letter stating that you are now a United States citizen and you want to upgrade the category of your relative, the beneficiary, together with a copy of your naturalization certificate and a copy of the of the I-130 approval notice containing the priority date. Send the letter and copies to:

See Attachment F for a sample letter to upgrade the status of a relative.

National Visa Center
Director
43 Rochester Ave.
Portsmouth, NH 03801

upgrade = To move to a higher or better level. *"When I became a citizen, I upgraded my wife's petition so she could get her visa much faster."*

Filling Out the Forms

The rules and forms for sponsoring a family member for a permanent resident visa are very complicated. Congress has passed new laws that make it harder for a United States citizen or LPR to qualify to sponsor a relative. The laws also limit the ability of relatives to process their visas in the United States.

It is best to seek help from an immigration professional such as a lawyer or accredited representative to determine eligibility for sponsorship, complete the I-130 accurately, get the supporting documentation, and provide information about bars and waivers. The legal professional can also follow-up on the application, let you know when the priority date is expected to be current, and help you resolve any problems that occur. When the priority date becomes current, the legal professional can help you update INS with new information and attend the local INS interview with you and your relative.

VOTING

Why Vote?

Elected officials make important decisions that affect your life and the things that are important to you. The voices of immigrants and refugees, like all others, need to be heard by their elected officials.

Elected officials represent you on issues that affect your life:

- how much you pay in taxes;
- which relatives you can sponsor for green cards;
- how much money the government will spend on public education;
- how fast you can drive;
- how many police officers will patrol the streets;
- if people can own certain kinds of guns;
- what will be the future of social security;
- how clean our air and water should be;
- how much money the government should spend on health care;
- how much money we should provide in aid to foreign countries; and
- when and why we should go to war.

These are just some of the many issues elected officials address. Voting is about having a voice in your future and the future of your family. It is your most important right as a new citizen.

Registering To Vote

You must register before you can vote. In most states you must be registered about 30 days before the next election. To register you must fill out a voter registration form and either mail it, leave it with a state agency or public office, or deliver it in person to a voter registration office in your local, county, or state government. You can also give the form to a voter registrar.

Note: North Dakota is the only state that does not require voter registration. Wisconsin, Minnesota, and Wyoming allow people to register the day of the election.

Who Can Register

You must be a United States citizen, at least 18 years or older on the date of the election, mentally competent, and currently out of jail. You also must be a resident for a certain period of time in the state and/or community where you will vote. Each state has its own voter registration laws.

Where to Register

You can register at your state, county, or local election board offices. Also, you can register with a voter registrar at designated locations. Many states offer registration at public libraries, post offices, unemployment offices, public high schools, universities, and technical schools.

In most states you can register at the Department of Motor Vehicles when you apply for or renew your driver's license or state ID. You can also register at agencies that provide public assistance such as Temporary Assistance to Needy Families (TANF), Medicaid, and food stamps, and also at state offices with programs for the disabled.

You can register through the mail by filling out a registration form and mailing it to the address provided in the instructions.

How Often to Register

You do not need to register for every election. Usually you do not have to register again unless you have moved, not voted for a long time, or changed your name. You can call your elections office to find out the rules for your states. If you move to another part of the country, you usually need to register again.

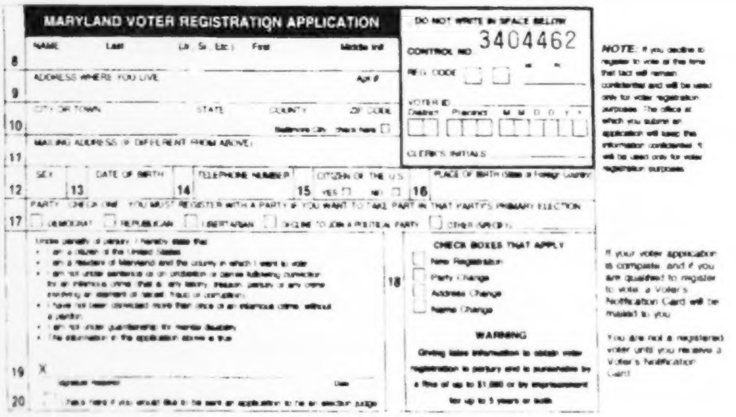
Registration Forms

You can use a national, state, or local voter registration form. The national registration form is accepted in most states and the District of Columbia. It is sometimes called the "FEC Form" because it was designed by the Federal Election Commission. The form is available in English, Spanish, Chinese, Japanese, Vietnamese, and Tagalog. Your state and county government also may have their own form.

Note: Mississippi will allow you use the form to vote only for federal offices such as president and not for local elected officials. Wyoming cannot accept the form by state law. In New Hampshire and Wisconsin, town and city clerks will accept the form only as a request for their own mail-in absentee voter registration form.

Some states allow you to use a downloaded version of the national registration form from the internet at http://www.fec.gov/votregis/vr.htm. Only the following states will accept copies of this application form printed on regular paper: Alabama, Alaska, Arizona, California, Colorado, Connecticut, Hawaii, Iowa, Kansas, Louisiana, Michigan, Montana, Nebraska, New Jersey, New York, Oklahoma, Pennsylvania, South Carolina, Texas, Utah, Washington, and Wisconsin.

You also can get a national or state mail-in registration form by calling the Chief State Election Official in your state. It is usually available through your county or city elections office, as well as from voter registrars.



MARYLAND VOTER REGISTRATION APPLICATION

DO NOT WRITE IN SPACE BELOW

CONTROL NO. 3404462

REG. CODE ☐ ☐

VOTER ID District Precinct M M D D Y Y

CLERK'S INITIALS

8 NAME Last (Jr., Sr., Etc.) First Middle Init

9 ADDRESS WHERE YOU LIVE Apt #

10 CITY OR TOWN STATE COUNTY ZIP CODE

11 MAILING ADDRESS (IF DIFFERENT FROM ABOVE)

12 SEX 13 DATE OF BIRTH 14 TELEPHONE NUMBER 15 CITIZEN OF THE U.S. YES ☐ NO ☐ 16 PLACE OF BIRTH

17 PARTY (CHECK ONE) YOU MUST REGISTER WITH A PARTY IF YOU WANT TO TAKE PART IN THAT PARTY'S PRIMARY ELECTION

☐ DEMOCRAT ☐ REPUBLICAN ☐ LIBERTARIAN ☐ DECLINE TO JOIN A POLITICAL PARTY ☐ OTHER (SPECIFY)

18 CHECK BOXES THAT APPLY

☐ New Registration

☐ Party Change

☐ Address Change

☐ Name Change

WARNING

Giving false information to obtain voter registration is perjury and is punishable by a fine of up to $1,000 or by imprisonment for up to 5 years or both.

19 X

Date

20 ☐

NOTE: If you decline to register to vote at this time that fact will remain confidential and will be used only for voter registration purposes. The office at which you submit an application will keep the information confidential. It will be used only for voter registration purposes.

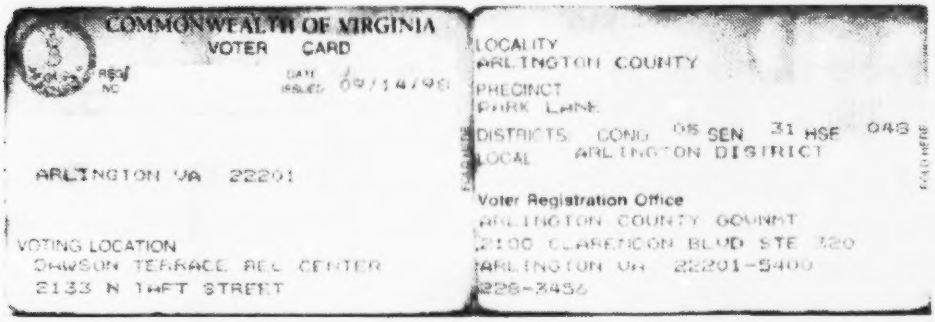
If your voter application is complete, and if you are qualified to register to vote, a Voter's Notification Card will be mailed to you.

You are not a registered voter until you receive a Voter's Notification Card.

Maryland State Administrative
Board of Election Laws
SBL 3-8B Rev 10/96

Voter Registration Card

After you register to vote, you will receive a voter registration card. When you vote, you must show your card and/or another form of identification. You can also use your voter registration card as an ID to cross the Canadian border.



COMMONWEALTH OF VIRGINIA
VOTER CARD
REG NO
DATE ISSUED 09/14/98

ARLINGTON VA 22201

VOTING LOCATION
DAWSON TERRACE REC CENTER
2133 N TAFT STREET

LOCALITY
ARLINGTON COUNTY
PRECINCT
PARK LANE
DISTRICTS CONG 08 SEN 31 HSE 048
LOCAL ARLINGTON DISTRICT

Voter Registration Office
ARLINGTON COUNTY GOVNMT
2100 CLARENDON BLVD STE 320
ARLINGTON VA 22201-5400
228-3456

The Ballot

When you go to vote you will be given a ballot that contains the candidates for different elected offices and the issues you can vote on. All states elect certain offices such as governor, senator, and attorney general. Other positions such as judges are elected in some states and appointed in others. In primary elections you will choose a candidate from one party. In the general election you can vote for a candidate from any party.

You can also vote on certain issues which are sometimes called referendums or propositions. These are similar to a proposed law for which the people vote "yes" or "no." In some states, if the majority of people vote "yes" it will become a law. In others, it is only a recommendation to the state elected officials that they consider the people's voice.

AVAILABLE

Learning About the Candidates and the Issues

You can learn about the candidates and issues through printed information, radio, television, the internet, and candidate speeches.

Newspapers

Newspapers run articles about candidates for upcoming elections. They may endorse or recommend that people vote for a particular candidate or issue.

Candidate Materials

The candidates' campaigns pay for written materials and advertisements on radio and television to encourage you to vote for their candidate. They may sponsor public meetings or other events for you to get to know the candidate.

Special Interest Group Materials

Special interest groups are organizations of people who agree on one or several issues such as religious, environmental, women's, or ethnic issues. If a special interest group represents an issue of importance to you, you may want to see which candidates the group endorses.

Independent Groups

Some independent groups like the League of Women Voters put out materials about the candidates and the issues and are not paid to take a position. Independent groups may also sponsor candidate debates or public meetings.

Internet

Project Vote Smart is a website at http://www.vote-smart.org/. You can also reach Project Vote Smart by calling 1-888-868-3762. The website includes the following information:

- candidates in upcoming elections;
- information about candidates for elected offices such as their education, work experience, and opinions on different issues;
- the dates of upcoming elections listed by state;
- voter registration information by state; and
- the names of your elected officials.

Elections

Political Party Primary

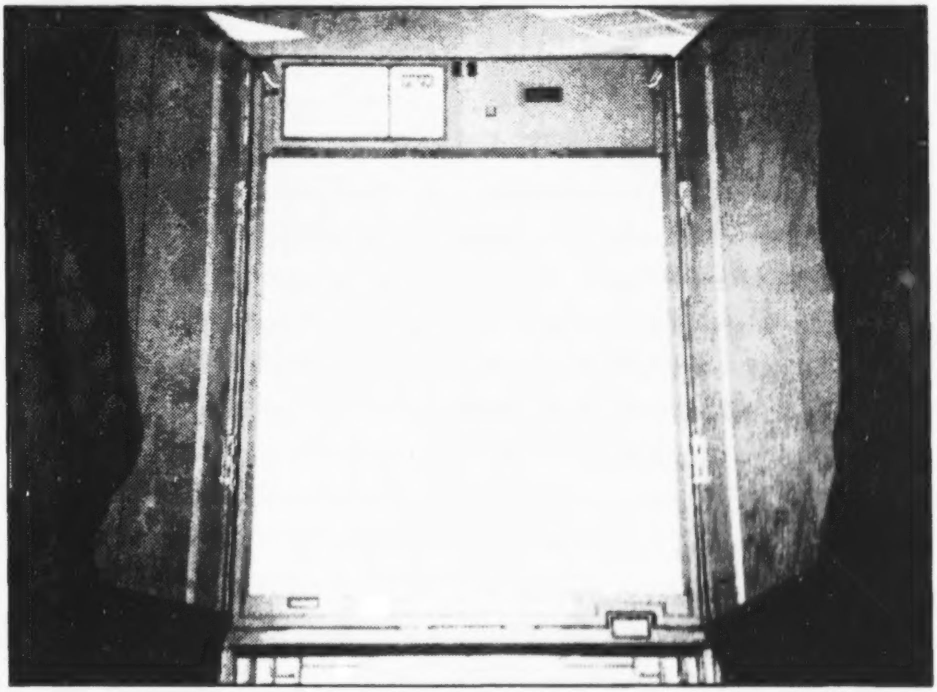
In a primary election, the voters choose one candidate for each office to represent a party in the general election. You can only vote for candidates in one party: Democratic, Republican, or an independent party. In some states, you must declare your party before you vote. In others you will always be given a primary ballot from the political party you first voted for unless you make a formal request to change it. In still others, you can change your party for each primary election.

General Election

The general election follows the primary and is open to all registered voters regardless of party affiliation. In the general election, you can vote for any candidate from any party, but you can only select one candidate for each political office. In some states, you can choose to vote only on political issues, rather than candidates, by asking for a special kind of ballot.

Where to Vote

You generally vote in the polling place for the precinct where you live. A precinct is a division of a community. Your precinct number is printed on your voter registration card. If you do not know where to vote, you can ask your neighbors or call your county election official, often called either the County/Municipal Clerk or Supervisor of Elections.



Special Assistance in Voting

If you have a physical or mental disability, or are unable to read or write, you may request accommodations. If you want to be certain you will be given needed accommodations, you can call in advance. Some examples of voting accommodations are:

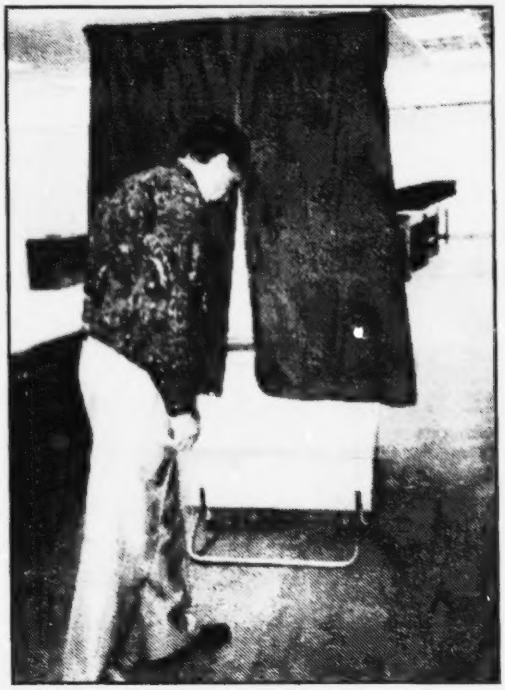
- large print ballot;
- braille ballot;
- assistance in reading or marking your ballot;
- having the ballot brought to your car; and
- wheelchair accessibility.

Bilingual Ballots

In some precincts, ballots are printed in multiple languages. It depends on how many people with a certain language live in an area. Ballots are most commonly translated into Spanish and Chinese, but Los Angeles County, for example, prints its ballots in 13 languages.

What You Can Take into the Voting Place

You can bring a voter's guide with you that lists endorsed candidates or other information to help you remember your choices in candidates.



Other Ways to Vote

Early Voting

Often you can vote before the election. This can be helpful if you will be busy or out of town on election day. However, you do not need to give an excuse to vote early. You can get information about early voting in your city or county voting office.

Absentee Voting

Absentee voting is done by mail. Generally you can vote absentee if you will be away from your precinct on voting day, you are ill, elderly, disabled, or prevented from going to the polling place due to a religious holiday.

You can get an absentee ballot by calling, writing, or going to your county election official, often called the County/Municipal Clerk or Supervisor of Elections. You must apply for the ballot a certain number of days before the election, usually 30 days, and return the ballot by a deadline.

Voting Outside of the United States

When you are leaving the United States for a short period of time, you can get an absentee ballot. If you will be living outside of the United States for a longer period of time or will be abroad in military service, you can vote using your last address in the country. Contact a county voting office and ask for a *Federal Postcard Application* (FPCA), Form 76-114. This is a voter registration and absentee ballot request combined. This will allow you to vote absentee for one year. Each year you must reapply.

SERVING ON A JURY

Description of Jury Service

As a United States citizen you may be called to serve on a jury. Jury service is an important responsibility of citizenship.

A juror is a member of the court along with the lawyers and judges. Jurors make a decision, or verdict, in a court case based on the evidence they hear in the court and the law as instructed by the judge. The *plaintiff* is the person bringing the case against another person called the *defendant*. In a *criminal* case the state or government is always the plaintiff. Jurors decide if the person charged by the state with a crime is "guilty" or "not guilty." The punishment for a defendant found guilty may be loss of freedom by serving jail time. In a *civil* case one person or group charges another. The jury decides if the defendant is responsible for committing a wrong against the plaintiff and how to correct the wrong. The punishment in a civil case is usually a monetary fine, never jail time.

A Criminal Case: Joe is charged by the state with murder. Joe is the defendant. The state is the plaintiff. The state is represented by a lawyer called the prosecutor.

A Civil Case: The Appliance Store is charged by six customers with knowingly selling broken refrigerators. The owner of the Appliance Store is the defendant. The six customers together are the plaintiffs.

How Jurors are Selected

You will get an order or summons in the mail telling you when and where to report for jury service. You have to arrive at the courthouse on time to check in. Later, you may be shown a videotape on how the court works and the duties of a juror. You may be called to a courtroom for juror selection or you may wait all day without being selected and be dismissed.

Once in the courtroom, lawyers for the plaintiff and the defendant question the potential jurors. The lawyers interview people until they find enough jurors and substitute jurors who are qualified. Substitute jurors take the place of a juror who is unable to serve. The lawyers do not pick people who have a strong opinion on the case in advance or who have a particular interest in one side or another.

How Long a Juror Must Serve

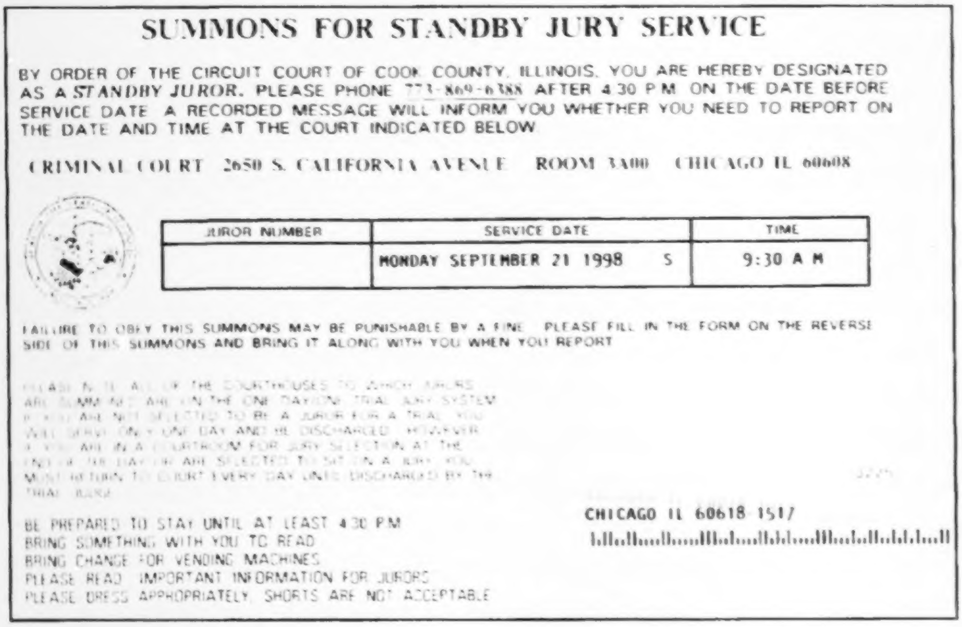
A person who is selected as a juror is expected to serve until the case is completed. It may take a few days, a week, or longer. In some states you serve for one day or one complete trial. In others, you must go every day regardless of whether you are called to serve on a jury until you are dismissed.

Payment for Jurors

You will be paid a small amount for your time and transportation. However, you must pay for your own lunch.

Getting Excused from Jury Duty

Some people are excused from jury duty for personal or professional reasons. Read your jury summons to know if you are not required to serve.



SUMMONS FOR STANDBY JURY SERVICE

BY ORDER OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS, YOU ARE HEREBY DESIGNATED AS A *STANDBY JUROR*. PLEASE PHONE 773-869-6388 AFTER 4:30 P.M. ON THE DATE BEFORE SERVICE DATE. A RECORDED MESSAGE WILL INFORM YOU WHETHER YOU NEED TO REPORT ON THE DATE AND TIME AT THE COURT INDICATED BELOW.

CRIMINAL COURT 2650 S. CALIFORNIA AVENUE ROOM 3A00 CHICAGO IL 60608

JUROR NUMBER	SERVICE DATE	TIME
	MONDAY SEPTEMBER 21 1998 S	9:30 A M

FAILURE TO OBEY THIS SUMMONS MAY BE PUNISHABLE BY A FINE. PLEASE FILL IN THE FORM ON THE REVERSE SIDE OF THIS SUMMONS AND BRING IT ALONG WITH YOU WHEN YOU REPORT.

PLEASE NOTE: ALL OF THE COURTHOUSES TO WHICH JURORS ARE SUMMONED ARE ON THE ONE DAY/ONE TRIAL JURY SYSTEM. IF YOU ARE NOT SELECTED TO BE A JUROR FOR A TRIAL, YOU WILL SERVE ONLY ONE DAY AND BE DISCHARGED. HOWEVER, IF YOU ARE IN A COURTROOM FOR JURY SELECTION AT THE END OF THE DAY OR ARE SELECTED TO SIT ON A JURY, YOU MUST RETURN TO COURT EVERY DAY UNTIL DISCHARGED BY THE TRIAL JUDGE.

BE PREPARED TO STAY UNTIL AT LEAST 4:30 P.M.
BRING SOMETHING WITH YOU TO READ
BRING CHANGE FOR VENDING MACHINES
PLEASE READ "IMPORTANT INFORMATION FOR JURORS"
PLEASE DRESS APPROPRIATELY. SHORTS ARE NOT ACCEPTABLE

CHICAGO IL 60618 1517

YOUR VOICE AS A NEW CITIZEN

Communicating with Your Elected Officials

You can find the exact address, phone number, fax, e-mail, and home page of your elected officials on the Project Vote Smart website at http//www.vote-smart.org/.

Senator ____________________
U.S. Senate
Washington, D.C. 20510

Representative ______________
U.S. House of Representatives
Washington, D.C. 20510

President ____________________
The White House
1600 Pennsylvania Ave., NW
Washington, D.C. 20500
Phone: (202) 456-1414
Fax: (202) 456-2883

e-mail:
president@whitehouse.gov

homepage:
http://www.whitehouse.gov

Vice President ________________
The White House
1600 Pennsylvania Ave., NW
Washington, D.C. 20500
Phone: (202) 456-1414
Fax: (202) 456-2883

e-mail:
vice-president@whitehouse.gov

homepage:
http://www.whitehouse.gov

Joining a Community Organization

There are many kinds of community organizations.

- Neighborhood Associations and Block Clubs are for people who live in the same community. Neighbors work together to improve the area's security and maintenance. They may promote block improvements, such as street lights and new playground equipment, or organize clean-ups.
- Parent Teacher Associations are local organizations found throughout the country. They bring together parents and teachers to discuss problems and improvements for the schools.

STOP CONGRESSIONAL ATTACKS ON CITIZENSHIP
Asian Americans for E
亞洲人平等

Attachment A

UNITED STATES DEPARTMENT OF STATE

APPLICATION FOR ☐ PASSPORT ☐ REGISTRATION

(Type or print all capital letters in blue or black ink in white areas only)

1. NAME (First and Middle)

LAST

2. MAIL PASSPORT TO: STREET / RFD # OR P.O. BOX APT #

CITY STATE

ZIP CODE COUNTRY / IN CARE OF (if applicable)

IMPORTANT PLEASE READ INSTRUCTIONS ON PAGE 2

☐ 5 Yr ☐ 10 Yr Issue Date ______

R D O DP

End. # ______ Exp. ______

3. SEX ☐ M ☐ F

4. PLACE OF BIRTH (City & State or City & Country)

5. DATE OF BIRTH Month Day Year

6. SOCIAL SECURITY NU (SEE FEDERAL TAX LAW NOTICE O

7. HEIGHT Feet Inches

8. HAIR COLOR

9. EYE COLOR

10. HOME TELEPHONE ( )

11. BUSINESS TELEPHONE ( )

12. OCCUPATION

13. PERMANENT ADDRESS (DO NOT LIST P.O. BOX) STREET/RFD # CITY STATE ZIP CODE

14. FATHER'S FULL NAME Last First BIRTHPLACE BIRTHDATE U.S. CITIZEN ☐ Yes ☐ No

15. MOTHER'S FULL MAIDEN NAME Last First BIRTHPLACE BIRTHDATE U.S. C ☐ Ye ☐ N

16. HAVE YOU EVER BEEN MARRIED? ☐ Yes ☐ No

SPOUSE'S OR FORMER SPOUSE'S FULL NAME AT BIRTH Last First BIRTHPLACE BIRTHDATE U.S. C ☐ Ye ☐ N

DATE OF MOST RECENT MARRIAGE Month Day Year

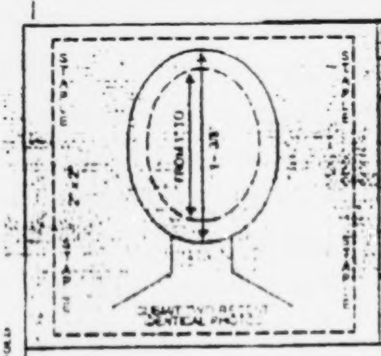
WIDOWED/DIVORCED? ☐ Yes Give Date Month Day Year ☐ No

17. OTHER NAMES YOU HAVE USED (1) (2)

18. HAVE YOU EVER BEEN ISSUED A U.S. PASSPORT? ☐ Yes ☐ No IF YES, COMPLETE NEXT LINE AND SUBMIT PASSPORT IF AVAILABLE.

NAME IN WHICH ISSUED MOST RECENT PASSPORT NUMBER APPROXIMATE ISSUE DATE Month Day Year

DISPOSITION ☐ Submitted ☐ Stolen ☐ Lost ☐ Other ______



It is necessary to submit a statement with an application for a new passport when a previous valid or potentially valid passport cannot be presented. The statement must set forth in detail why the previous passport cannot be presented. Use Form DSP-64.

19. EMERGENCY CONTACT. If you wish, you may supply the name, address and telephone number of a person not traveling with you to be contacted in case of emergency.

NAME

STREET

CITY STATE ZIP CODE

TELEPHONE ( ) RELATIONSHIP

20. TRAVEL PLANS (not mand Month Day Y

Date of Trip

Length of Trip

COUNTRIES TO BE VIS

21. STOP DO NOT SIGN APPLICATION UNTIL REQUESTED TO DO SO BY PERSON ADMINISTERING OATH

I have not, since acquiring United States citizenship, performed any of the acts listed under "Acts or Conditions" on the reverse of this application form (unless explanatory statement is attached). I solemnly swear (or affirm) that the statements made on this application are true and the photograph attached is a true likeness of me.

X ______ Parent's/Legal Guardian's Signature if identifying minor child

X ______ Applicant's Signature - age 13 or older

22. FOR ACCEPTANCE AGENT'S USE

Subscribed and sworn to (affirmed) before me Month Day Year (SEAL)

(Signature of person authorized to accept application)

☐ Clerk of Court Location ______

☐ PASSPORT Agent

☐ Postal Employee

☐ (Vice) Consul USA

23. APPLICANT'S IDENTIFYING DOCUMENTS

☐ DRIVER'S LICENSE ISSUE DATE: Month Day Year EXPIRATION DATE: Month Day Year ID No. ______

☐ PASSPORT

☐ OTHER (Specify) ______ PLACE OF ISSUE ______ ISSUED IN THE NAME OF ______

24. FOR ISSUING OFFICE USE ONLY (Applicant's evidence of citizenship)

☐ Birth Certificate SR CR City Filed/Issued:

☐ Passport Bearer's Name:

☐ Report of Birth

☐ Naturalization/Citizenship Cert. No.: Issued:

☐ Other:

☐ Seen & Returned

☐ Attached

APPLICATION APPROVAL

25.

FEE ______ EXEC. ______ EF ______ OTHER ______

Page 1

FORM DSP-11 (12/87) SEE INSTRUCTIONS ON PAGE 2 Form Approved OMB No. 1405-0004 (Exp. 3/31/95) Estimated Burden - 20 Mi

UNITED STATES DEPARTMENT OF STATE

PASSPORT APPLICATION

HOW TO APPLY FOR A U.S. PASSPORT

FOR INQUIRIES (A fee is charged for this service.): National Passport Information Center: 1-900-225-5674; For TDD: 1-900-225-7778 OR For Credit Card Users: 1-888-362-8668; For TDD: 1-888-498-3648

U.S. passports are issued only to U.S. citizens or nationals. Each person must obtain his or her own passport. IF YOU ARE A FIRST-TIME APPLICANT, please complete and submit this application in person. (Applicants under 13 years of age usually need not appear in person unless requested. A parent or guardian may execute the application on the child's behalf.) Each application must be accompanied by (1) PROOF OF U.S. CITIZENSHIP, (2) PROOF OF IDENTITY, (3) TWO PHOTOGRAPHS, (4) FEES (as explained below) to one of the following acceptance agents: a clerk of any Federal or State court of record or a judge or clerk of any probate court accepting applications; a designated municipal or county official; a designated postal employee at an authorized post office; or an agent at a Passport Agency in Boston, Chicago, Honolulu, Houston, Los Angeles, Miami, New Orleans, New York, Philadelphia, San Francisco, Seattle, Stamford, or Washington, D.C.; or a U.S. consular official.

IF YOU HAVE HAD A PREVIOUS PASSPORT, inquire about eligibility to use Form DSP-82 (mail-in application). Address requests for passport amendment, extension of validity, or additional visa pages to a Passport Agency or a U.S. Consulate or Embassy abroad. Check visa requirements with consular officials of countries to be visited well in advance of your departure.

(1) PROOF OF U.S. CITIZENSHIP.

(a) APPLICANTS BORN IN THE UNITED STATES. Submit previous U.S. passport or certified birth certificate. A birth certificate must include your given name and surname, date and place of birth, date the birth record was filed, and seal or other certification of the official custodian of such records. A record filed more than 1 year after the birth is acceptable if it is supported by evidence described in the next paragraph.

IF NO BIRTH RECORD EXISTS, submit registrar's notice to that effect. Also submit an early baptismal or circumcision certificate, hospital birth record, early census, school, or family Bible records, newspaper or insurance files, or notarized affidavits of persons having knowledge of your birth (preferably with at least one record listed above). Evidence should include your given name and surname, date and place of birth, and seal or other certification of office (if customary) and signature of issuing official.

(b) APPLICANTS BORN OUTSIDE THE UNITED STATES. Submit previous U.S. passport or Certificate of Naturalization, or Certificate of Citizenship, or a Report of Birth Abroad, or evidence described below.

IF YOU CLAIM CITIZENSHIP THROUGH NATURALIZATION OF PARENT(S), submit the Certificate(s) of Naturalization of your parent(s), your foreign birth certificate, and proof of your admission to the United States for permanent residence.

IF YOU CLAIM CITIZENSHIP THROUGH BIRTH ABROAD TO U.S. CITIZEN PARENT(S), submit a Consular Report of Birth (Form FS-240) or Certification of Birth (Form DS-1350 or FS-545), or your foreign birth certificate, parents' marriage certificate, proof of citizenship of your parent(s), and affidavit of U.S. citizen parent(s) showing all periods and places of residence/physical presence in the United States and abroad before your birth.

(2) PROOF OF IDENTITY. If you are not personally known to the acceptance agent, you must establish your identity to the agent's satisfaction. You may submit items such as the following containing your signature AND physical description or photograph that is a good likeness of you: previous U.S. passport, Certificate of Naturalization or of Citizenship, driver's license (not temporary or learner's license), or government (Federal, State, municipal) identification card or pass. Temporary or altered documents are not acceptable.

IF YOU CANNOT PROVE YOUR IDENTITY as stated above, you must appear with an IDENTIFYING WITNESS who is a U.S. citizen or permanent resident alien who has known you for at least 2 years. Your witness must prove his or her identity and complete and sign an Affidavit of Identifying Witness (Form DSP-71) before the acceptance agent. You must also submit some identification of your own.

(3) TWO PHOTOGRAPHS. Submit two identical photographs of you alone, sufficiently recent to be a good likeness (normally taken within the last 6 months), 2 x 2 inches in size, with an image size from bottom of chin to top of head (including hair) of between 1 and 1-3/8 inches. Photographs must be clear, front view, full face, taken in normal street attire without a hat or dark glasses, and printed on thin paper with a plain light (white or off-white) background. They may be black and white or color. They must be capable of withstanding a mounting temperature of 225° Fahrenheit (107° Celsius). Photographs retouched so that your appearance is changed are unacceptable. Snapshots, most vending machine prints, and magazine or full-length photographs are unacceptable.

(4) FEES. Submit **$60** if you are 16 years of age or older. The passport fee is $45. In addition, a fee of $15 is charged for the execution of the application. Your passport will be valid for 10 years from the date of issue except where limited by the Secretary of State to a shorter period. Submit **$40** if you are 15 years of age or younger. The passport fee is $25 and the execution fee is $15. Your passport will be valid for 5 years from the date of issue, except where limited as above.

Expedited service is available only in the United States. Expedite requests will be processed in 3 workdays from receipt at a Passport Agency. This service is available only for early departure, generally with proof of travel. The additional fee is $35.

Pay the passport and execution fees in one of the following forms: Checks-personal, certified, traveler's; bank draft or cashier's check; money order-U.S. Postal, international, currency exchange, or if abroad, the foreign currency equivalent, or a check drawn on a U.S. bank.

Make passport and execution fees payable to Passport Services (except if applying at a designated acceptance facility, such as a State court or municipal office, pay execution fee as required) or the appropriate Embassy or Consulate, if abroad. Pay special postage if applicable.

An additional adjudication fee of **$100** will be charged to previously undocumented passport customers who were born outside the United States and who have not been issued any of the following documents: a U.S. passport, a Consular Report of Birth Abroad, a Certification of Report of Birth, a Certificate of Naturalization or a Certificate of Citizenship.

An additional $15 fee will be charged when, upon request, the Department of State verifies issuance of a previous U.S. passport or Consular Report of Birth Abroad because the customer is unable to submit evidence of U.S. citizenship.

No fee is charged to applicants with U.S. Government or military authorization for no-fee passports (except designated acceptance facilities may collect the execution fee).

FEDERAL TAX LAW:

26 U.S.C. 6039E (Internal Revenue Code) requires a passport applicant to provide his/her name and social security number. If you have not been issued a social security number, enter zeros in box #6. The Department of State must provide this information to the Internal Revenue Service routinely. Any applicant who fails to provide the required information is subject to a **$500** penalty enforced by the IRS. All questions on this matter should be referred to the nearest IRS office.

ACTS OR CONDITIONS

(If any of the below-mentioned acts or conditions have been performed by or apply to the applicant, the portion which applies should be lined out, and a supplementary explanatory statement under oath (or affirmation) by the applicant should be attached and made a part of this application.) I have not, since acquiring United States citizenship, been naturalized as a citizen of a foreign state; taken an oath or made an affirmation or other formal declaration of allegiance to a foreign state; entered or served in the armed forces of a foreign state; accepted or performed the duties of any office, post, or employment under the government of a foreign state or political subdivision thereof; made a formal renunciation of nationality either in the United States, or before a diplomatic or consular officer of the United States in a foreign state; or been convicted by a court or court martial of competent jurisdiction of committing any act of treason against, or attempting by force to overthrow, or bearing arms against, the United States, or conspiring to overthrow, put down, or to destroy by force, the Government of the United States.

WARNING: False statements made knowingly and willfully in passport applications or in affidavits or other supporting documents submitted therewith are punishable by fine and/or imprisonment under provisions of 18 USC 1001 and/or 18 USC 1542. Alteration or mutilation of a passport issued pursuant to this application is punishable by fine and/or imprisonment under the provisions of 18 USC 1543. The use of a passport in violation of the restrictions contained therein or of the passport regulations is punishable by fine and/or imprisonment under 18 USC 1544. All statements and documents submitted are subject to verification.

PRIVACY ACT STATEMENT:

AUTHORITIES: The information solicited on this form is requested pursuant to provisions in Titles 8, 18, and 22 of the United States Code, whether or not codified, including specifically 22 USC 211a, 212, 213, and all regulations issued pursuant to Executive Order 11295 (August 5, 1966), including Part 51, Title 22, Code of Federal Regulations (CFR). Also, as noted, 26 USC 6039E.

PURPOSE: The primary purpose for soliciting the information is to establish citizenship, identity and entitlement to issuance of a U.S. passport. The information may also be used in connection with issuing other travel documents or evidence of citizenship, and in furtherance of the Secretary's responsibility for the protection of U.S. nationals abroad. Social Security information is collected for the IRS (see above).

ROUTINE USES: The information is made available as a routine use on a need-to-know basis to personnel of the Department of State. The principal users of this information are offices within the Bureau of Consular Affairs. Information may also be provided to other government agencies having statutory or other lawful authority to gain access to such information in the performance of their official duties, pursuant to a court order, and as set forth in Part 171, Title 22 CFR.

The submission of this form is mandatory in order to obtain a U.S. passport. Individuals who fail to submit this form or who do not provide all the requested information, except that which is marked "Not Mandatory", may be denied a passport, related document, or service.

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*Public reporting burden for this collection of information is estimated to average 20 minutes per response, including time required for searching existing data sources, gathering the necessary data, providing the information required, and reviewing the final collection. Send comments on the accuracy of this estimate of the burden and recommendations for reducing it to: Department of State (OIS/RA/DIR) Washington, D.C. 20520-0264, and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Paperwork Reduction Project (1405-0004), Washington, D.C. 20503.

U.S. Department of Justice
Immigration and Naturalization Service (INS)

Petition for Alien Relative

Instructions

Read the instructions carefully. If you do not follow the instructions, we may have to return your petition, which may delay final action. If more space is needed to complete an answer continue on separate sheet of paper.

1. **Who can file?**
   A citizen or lawful permanent resident of the United States can file this form to establish the relationship of certain alien relatives who may wish to immigrate to the United States. You must file a separate form for each eligible relative.

2. **For whom can you file?**
   A. If you are a citizen, you may file this form for:
   1) your husband, wife, or unmarried child under 21 years old
   2) your unmarried child over 21, or married child of any age
   3) your brother or sister if you are at least 21 years old
   4) your parent if you are at least 21 years

   B. If you are a lawful permanent resident you may file this form for:
   1) your husband or wife
   2) your unmarried child

   Note: If your relative qualifies under instruction A(2) or A(3) above, separate petitions are not required for his or her husband or wife or unmarried children under 21 years old. If your relative qualifies under instruction B(2) above, separate petitions are not required for his or her unmarried children under 21 years old. These persons will be able to apply for the same type of immigrant visa as your relative.

3. **For whom can you not file?**
   You cannot file for people in the following categories:
   A. An adoptive parent or adopted child, if the adoption took place after the child became 16 years old, or if the child has not been in the legal custody and living with the parent(s) for at least two years.
   B. A natural parent if the United States citizen son or daughter gained permanent residence through adoption.
   C. A stepparent or stepchild, if the marriage that created this relationship took place after the child became 18 years old.
   D. A husband or wife, if your were not both physically present at the marriage ceremony, and the marriage was not consummated.
   E. A husband or wife if you gained lawful permanent resident status by virtue of a prior marriage to a United States citizen or lawful permanent resident unless:
   1) a period of five years has elapsed since you became a lawful permanent resident; OR
   2) you can establish by clear and convincing evidence that the prior marriage (through which you gained your immigrant status) was not entered into for the purpose of evading any provision of the immigration laws; OR
   3) your prior marriage (through which you gained your immigrant status) was terminated by the death of your former spouse.

   F. A husband or wife if he or she was in exclusion, deportation, rescission, or judicial proceedings regarding his or her right to remain in the United States when the marriage took place, unless such spouse has resided outside the United States for a two-year period after the date of the marriage.
   G. A husband or wife if the Attorney General has determined that such an alien has attempted or conspired to enter into a marriage for the purpose of evading the immigration laws.
   H. A grandparent, grandchild, nephew, niece, uncle, aunt, cousin, or in-law.

4. **What documents do you need?**
   You must give INS certain documents with this form to prove you are eligible to file. You must also give the INS certain documents to prove the family relations between you and your relative.
   A. For each document needed, give INS the original and one copy. However, because it is against the law to copy a Certificate of Naturalization, a Certificate of Citizenship or an Alien Registration Receipt Card (Form I-151 or I-551) give INS the original only. **Originals will be returned to you.**
   B. If you do not wish to give INS the original document, you may give INS a copy. The copy must be certified by:
   1) an INS or U.S. consular officer, or
   2) an attorney admitted to practice law in the United States, or
   3) an INS accredited representative (INS may still require originals).

   C. Documents in a foreign language must be accompanied by a complete English translation. The translator must certify that the translation is accurate and that he or she is competent to translate.

5. **What documents do you need to show you are a United States citizen?**
   A. If you were born in the United States, give INS your birth certificate.
   B. If you were naturalized, give INS your original Certificate of Naturalization.
   C. If you were born outside the United States, and you are a U.S. citizen through your parents, give INS:
   1) your original Certificate of Citizenship, or
   2) your Form FS- 240 (Report of Birth Abroad of a United States Citizen).

   D. In place of any of the above, you may give INS your valid unexpired U.S. passport that was initially issued for at least 5 years.
   E. If you do not have any of the above and were born in the United States, see instruction under 8 below. *"What if a document is not available?"*

6. **What documents do you need to show you are a permanent resident?**
   You must give INS your alien registration receipt card (Form I-151 or Form I-551). Do not give INS a photocopy of the card.

7. **What documents do you need to prove family relationship?**
   You have to prove that there is a family relationship between your relative and yourself.

   In any case where a marriage certificate is required, if either the husband or wife was married before, you must give INS documents to show that all previous marriages were legally ended. In cases where the names shown on the supporting documents have changed, give INS legal documents to show how the name change occurred (for example a marriage certificate, adoption decree, court order, etc.)

   Find the paragraph in the following list that applies to the relative for whom you are filing.

If you are filing for your

A. **husband or wife,** give INS
   1) your marriage certificate
   2) a color photo of you and one of your husband or wife, taken within 30 days of the date of this petition. These photos must have a white background. They must be glossy, unretouched, and not mounted. The dimension of the facial image should be about 1 inch from chin to top of hair in 3/4 frontal view, showing the right side of the face with the right ear visible. Using pencil or felt pen, lightly print name (and Alien Registration Number, if known) on the back of each photograph.
   3) a completed and signed G-325A (Biographic Information) for you and one for your husband or wife. Except for name and signature, you do not have to repeat on the G-325A the information given on your I-130 petition.

B. **child and you are the mother**, give the child's birth certificate showing your name and the name of your child.

C. **child and you are the father or stepparent**, give the child's birth certificate showing both parents' names and your marriage certificate. **Child** born out of wedlock and you are the **father**, give proof that a parent/child relationship exists or existed. For example, the child's birth certificate showing your name and evidence that you have financially supported the child. (A blood test may be necessary).

D. **brother or sister**, your birth certificate and the birth certificate of your brother or sister showing both parents' names. If you do not have the same mother, you must also give the marriage certificates of your father to both mothers.

E. **mother,** give your birth certificate showing your name and the name of your mother.

F. **father,** give your birth certificate showing the names of both parents and your parents' marriage certificate.

G. **stepparent,** give your birth certificate showing the names of both natural parents and the marriage certificate of your parent to your stepparent.

H. **adoptive parent or adopted child,** give a certified copy of the adoption decree, the legal custody decree if you obtained custody of the child before adoption, and a statement showing the dates and places you have lived together with the child.

8. What if a document is not available?

If the documents needed above are not available, you can give INS the following instead. (INS may require a statement from the appropriate civil authority certifying that the needed document is not available.)

A. Church record: A certificate under the seal of the church where the baptism, dedication, or comparable rite occurred within two months after birth, showing the date and place of child's birth, date of the religious ceremony, and the names of the child's parents.

B. School record: A letter from the authorities of the school attended (preferably the first school), showing the date of admission to the school, child's date and place of birth, and the names and places of birth parents, if shown in the school records.

C. Census record: State or federal census record showing the names, place of birth, and date of birth or the age of the person listed.

D. Affidavits: Written statements sworn to or affirmed by two persons who were living at the time and who have personal knowledge of the event you are trying to prove; for example, the date and place of birth, marriage, or death. The persons making the affidavits need not be citizens of the United States. Each affidavit should contain the following information regarding the person making the affidavit his or her full name, address, date and place of birth, and his or her relationship to you, if any; full information concerning the event; and complete details concerning how the person acquired knowledge of the event.

9. How should you prepare this form?

A. Type or print legibly in ink.

B. If you need extra space to complete any item, attach a continuation sheet, indicate the item number, and date and sign each sheet.

C. Answer all questions fully and accurately. If any item does not apply, please write "N/A".

10. Where should you file this form?

A. If you live in the United States, send or take the form to the INS office that has jurisdiction over where you live.

B. If you live outside the United States, contact the nearest American Consulate to find out where to send or take the completed form.

11. What is the fee?

You must pay one hundred ten dollars ($110.00) to file this form. **The fee will not be refunded, whether the petition is approved or not.** DO NOT MAIL CASH. All checks or money orders, whether U.S. or foreign, must be payable in U.S. currency at a financial institution in the United States. When a check is drawn on the account of a person other than yourself, write your name on the face of the check. If the check is not honored, INS will charge you $30.00.

Pay by check or money order in the exact amount. Make the check Or money order payable to "Immigration and Naturalization Service". However,

A. if you live in Guam: Make the check or money order payable to Treasurer, Guam", or

B. if you live in the U.S. Virgin Islands: Make the check or money order payable to "Commissioner of Finance of the Virgin Islands".

12. When will a visa become available?

When a petition is approved for the husband, wife, parent, or unmarried minor child of a United States citizen, these relatives do not have to wait for a visa number, as they are not subject to the immigrant visa limit. However, for a child to qualify for this category, all processing must be completed and the child must enter the United States before his or her 21st birthday.

For all other alien relatives there are only a limited number of immigrant visas each year. The visas are given out in the order in which INS receives properly filed petitions. To be considered properly filed, a petition must be completed accurately and signed, the required documents must be attached, and the fee must be paid.

For a monthly update on the dates for which immigrant visas are available, you may call (202) 647-0508.

13. What are the penalties for committing marriage fraud or submitting false information or both?

Title 8, United States Code, Section 1325 states that any individual who knowingly enters into a marriage contract for the purpose of evading any provision of the immigration laws shall be imprisoned for not more than five years, or fined not more than $250,000.00 or both.

Title 18, United States Code, Section 1001 states that whoever willfully and knowingly falsifies a material fact, makes a false statement, or makes use of a false document will be fined up to $10,000 or imprisoned up to five years, or both.

14. What is our authority for collecting this information?

We request the information on the form to carry out the immigration laws contained in Title 8, United States Code, Section 1154(a). We need this information to determine whether a person is eligible for immigration benefits. The information you provide may also be disclosed to other federal, state, local, and foreign law enforcement and regulatory agencies during the course of the investigation required by this Service. You do not have to give this information. However, if you refuse to give some or all of it, your petition may be denied.

15. Reporting Burden.

A person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Justice, Immigration and Naturalization Service (Room 5307),Washington, D.C. 20536; OMB No.1115-0054. **DO NOT MAIL YOUR COMPLETED APPLICATION TO THIS ADDRESS.**

It is not possible to cover all the conditions for eligibility or to give instructions for every situation. If you have carefully read all the instructions and still have questions, please contact your nearest INS office.

U.S. Department of Justice
Immigration and Naturalization Service (INS)

Petition for Alien Relative

OMB #1115-0054

DO NOT WRITE IN THIS BLOCK - FOR EXAMINING OFFICE ONLY

Case ID#	Action Stamp	Fee Stamp
A#		
G-28 or Volag #		
Section of Law: ☐ 201 (b) spouse ☐ 203 (a)(1) ☐ 201 (b) child ☐ 203 (a)(2) ☐ 201 (b) parent ☐ 203 (a)(4) ☐ 203 (a)(5) AM CON ______		Petition was filed on: ______ (priority date) ☐ Personal Interview ☐ Previously Forwarded ☐ Pet. ☐ Ben. "A" File Reviewed ☐ Stateside Criteria ☐ Field Investigations ☐ I-485 Simultaneously ☐ 204 (a)(2)(A) Resolved ☐ 204 (h) Resolved
Remarks:		

A. Relationship

1. **The alien relative is my**
☐ Husband/Wife ☐ Parent ☐ Brother/Sister ☐ Child

2. Are you related by adoption?
☐ Yes ☐ No

3. Did you gain permanent residence through adoption?
☐ Yes ☐ No

B. Information about you

1. **Name** (Family name in CAPS) (First) (Middle)

2. **Address** (Number and Street) (Apartment Number)
(Town or City) (State/Country) (ZIP/Postal Code)

3. **Place of Birth** (Town or City) (State/Country)

4. **Date of Birth** (Mo/Day/Yr)
5. **Sex** ☐ Male ☐ Female
6. **Marital Status** ☐ Married ☐ Single ☐ Widowed ☐ Divorced

7. **Other Names Used** (including maiden name)

8. **Date and Place of Present Marriage** (if married)

9. **Social Security Number**
10. **Alien Registration Number** (if any)

11. **Names of Prior Husbands/Wives**
12. **Date(s) Marriage(s) Ended**

13. **If you are a U.S. citizen, complete the following:**
My citizenship was acquired through (check one)
☐ Birth in the U.S.
☐ Naturalization (Give number of certificate, date and place it was issued)
☐ Parents
Have you obtained a certificate of citizenship in your own name?
☐ Yes ☐ No
If "Yes", give number of certificate, date and place it was issued

14a. **If you are a lawful permanent resident alien, complete the following:**
Date and place of admission for, or adjustment to, lawful permanent residence, and class of admission:

14b. **Did you gain permanent resident status through marriage to a United States citizen or lawful permanent resident?** ☐ Yes ☐ No

C. Information about your alien relative

1. **Name** (Family name in CAPS) (First) (Middle)

2. **Address** (Number and Street) (Apartment Number)
(Town or City) (State/Country) (ZIP/Postal Code)

3. **Place of Birth** (Town or City) (State/Country)

4. **Date of Birth** (Mo/Day/Yr)
5. **Sex** ☐ Male ☐ Female
6. **Marital Status** ☐ Married ☐ Single ☐ Widowed ☐ Divorced

7. **Other Names Used** (including maiden name)

8. **Date and Place of Present Marriage** (if married)

9. **Social Security Number**
10. **Alien Registration Number** (if any)

11. **Names of Prior Husbands/Wives**
12. **Date(s) Marriage(s) Ended**

13. **Has your relative ever been in the U.S.?**
☐ Yes ☐ No

14. **If your relative is currently in the U.S., complete the following: He or she last arrived as a** (visitor, student, stowaway, without inspection, etc.)

Arrival/Departure Record (I-94) Number **Date arrived** (Month/Day/Year)

Date authorized stay expired, or will expire, as shown on Form I-94 or I-95

15. **Name and address of present employer** (if any)

Date this employment began (Month/Day/Year)

16. **Has your relative ever been under immigration proceedings?**
☐ Yes ☐ No Where ______ When ______
☐ Exclusion ☐ Deportation ☐ Recission ☐ Judicial Proceedings

INITIAL RECEIPT	RESUBMITTED	RELOCATED		COMPLETED		
		Rec'd	Sent	Approved	Denied	Returned

Form I-130 (Rev. 10/13/98)N

C. (continued) Information about your alien relative

16. List husband/wife and all children of your relative (if your relative is your husband/wife, list only his or her children).

(Name) (Relationship) (Date of Birth) (Country of Birth)

17. Address in the United States where your relative intends to live

(Number and Street) (Town or City) (State)

18. Your relative's address abroad

(Number and Street) (Town or City) (Province) (Country) (Phone Number)

19. If your relative's native alphabet is other than Roman letters, write his or her name and address abroad in the native alphabet:

(Name) (Number and Street) Town or City) (Province) (Country)

20. If filing for your husband/wife, give last address at which you both lived together: **From** **To**

(Name) (Number and Street) (Town or City) (Province) (Country) (Month) (Year) (Month) (Year)

21. Check the appropriate box below and give the information required for the box you checked:

☐ Your relative will apply for a visa abroad at the American Consulate in ______________________
(City) (Country)

☐ Your relative is in the United States and will apply for adjustment of status to that of a lawful permanent resident in the office of the Immigration and Naturalization Service at ______________________. If your relative is not eligible for adjustment of status, he or she will
(City) (State)
apply for a visa abroad at the American Consulate in ______________________,
(City) (Country)

(Designation of a consulate outside the country of your relative's last residence does not guarantee acceptance for processing by that consulate. Acceptance is at the discretion of the designated consulate.)

D. Other Information

1. If separate petitions are also being submitted for other relatives, give names of each and relationship.

2. Have you ever filed a petition for this or any other alien before? ☐ Yes ☐ No
If "Yes," give name, place and date of filing, and result.

Warning: The INS investigates claimed relationships and verifies the validity of documents. The INS seeks criminal prosecutions when family relationships are falsified to obtain visas.

Penalties: You may, by law be imprisoned for not more than five years, or fined $250,000, or both, for entering into a marriage contract for the purpose of evading any provision of the immigration laws and you may be fined up to $10,000 or imprisoned up to five years or both, for knowingly and willfully falsifying or concealing a material fact or using any false document in submitting this petition.

Your Certification: I certify, under penalty of perjury under the laws of the United States of America, that the foregoing is true and correct. Furthermore, I authorize the release of any information from my records which the Immigration and Naturalization Service needs to determine eligibility for the benefit that I am seeking.

Signature ______________________ Date ______________ Phone Number ______________

Signature of Person Preparing Form if Other than Above

I declare that I prepared this document at the request of the person above and that it is based on all information of which I have any knowledge.

Print Name ______________ (Address)______________ (Signature)______________ (Date)______________

G-28 ID Number ______________

Volag Number ______________

Form I-130 (Rev. 10/13/98)N

NOTICE TO PERSONS FILING FOR SPOUSES IF MARRIED LESS THAN TWO YEARS

Pursuant to section 216 of the Immigration and Nationality Act, your alien spouse may be granted conditional permanent resident status in the United States as of the date he or she is admitted or adjusted to conditional status by an officer of the Immigration and Naturalization Service. Both you and your conditional permanent resident spouse are required to file a petition, Form I-751, Joint Petition to Remove Conditional Basis of Alien's Permanent Resident Status, during the ninety day period immediately before the second anniversary of the date your alien spouse was granted conditional permanent residence.

Otherwise, the rights, privileges, responsibilities and duties which apply to all other permanent residents apply equally to a conditional permanent resident. A conditional permanent resident is not limited to the right to apply for naturalization, to file petitions in behalf of qualifying relatives, or to reside permanently in the United States as an immigrant in accordance with the immigration laws.

Failure to file Form I-751, Joint Petition to Remove the Conditional Basis of Alien's Permanent Resident Status, will result in termination of permanent residence status and initiation of deportation proceedings.

NOTE: You must complete Items 1 through 6 to assure that petition approval is recorded. Do not write in the section below item 6.

1. **Name of relative** (Family name in CAPS) (First) (Middle)

2. **Other names used by relative** (Including maiden name)

3. **Country of relative's birth** 4. **Date of relative's birth** (Month/Day/Year)

5. **Your name** (Last name in CAPS) (First) (Middle) 6. **Your phone number**

Action Stamp

SECTION
☐ 201 (b)(spouse)
☐ 201 (b)(child)
☐ 201 (b)(parent)
☐ 203 (a)(1)
☐ 203 (a)(2)
☐ 203 (a)(4)
☐ 203 (a)(5)

DATE PETITION FILED

☐ STATESIDE CRITERIA GRANTED

SENT TO CONSUL AT;

CHECKLIST

Have you answered each question?

Have you signed the petition?

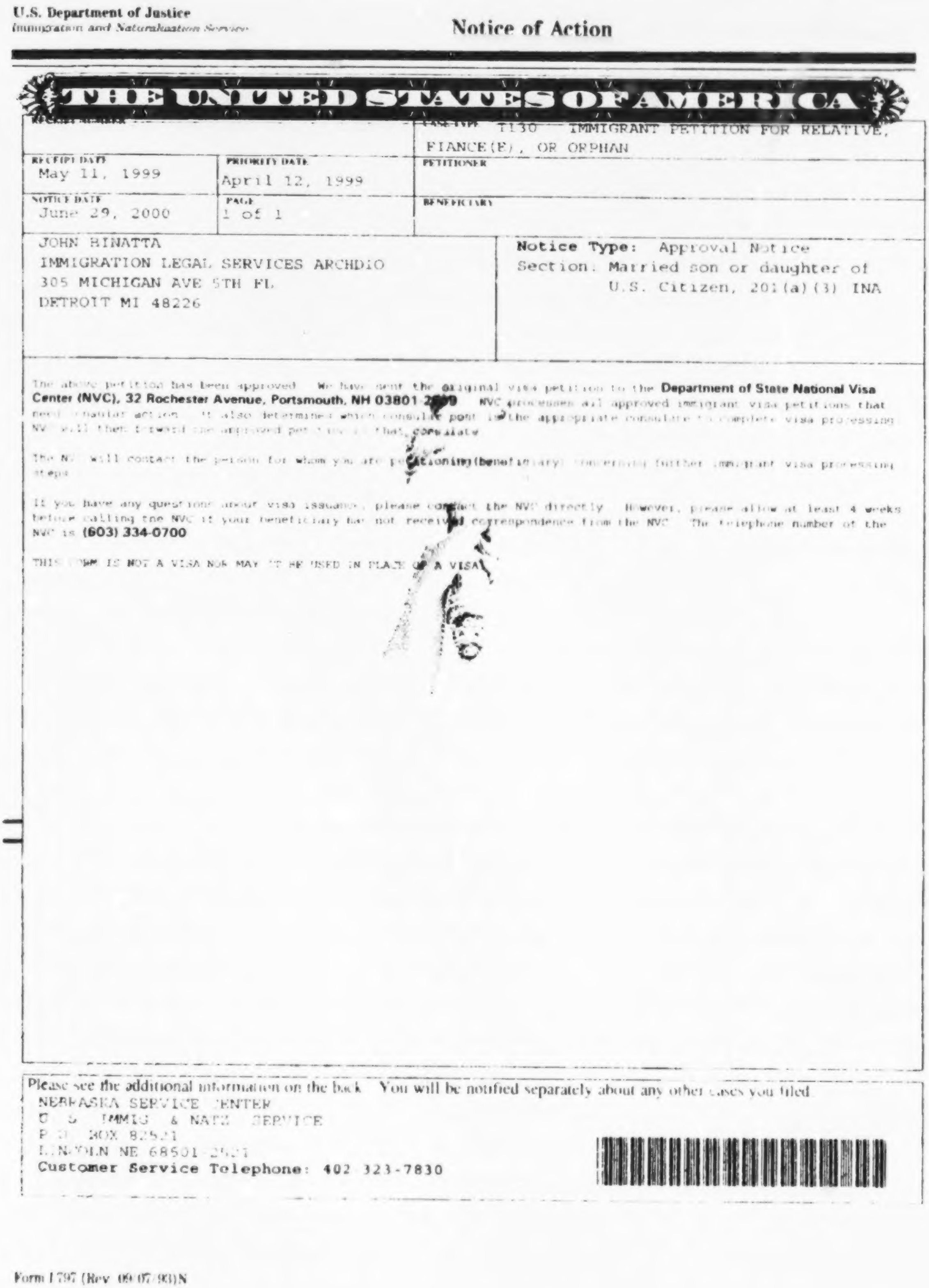
Have you enclosed:

☐ The filing fee for each petition?
☐ Proof of your citizenship or lawful permanent residence?
☐ All required supporting documents for each petition?

If you are filing for your husband or wife have you included:

☐ Your picture?
☐ His or her picture?
☐ Your G-325A?
☐ His or her G-325A?

Relative Petition Card
Form I-130 (Rev. 10/13/98)N



U.S. Department of Justice
Immigration and Naturalization Service

Notice of Action

THE UNITED STATES OF AMERICA

RECEIPT NUMBER		CASE TYPE I130 IMMIGRANT PETITION FOR RELATIVE, FIANCE(E), OR ORPHAN
RECEIPT DATE May 11, 1999	PRIORITY DATE April 12, 1999	PETITIONER
NOTICE DATE June 29, 2000	PAGE 1 of 1	BENEFICIARY

JOHN BINATTA
IMMIGRATION LEGAL SERVICES ARCHDIO
305 MICHIGAN AVE 5TH FL
DETROIT MI 48226

Notice Type: Approval Notice
Section: Married son or daughter of U.S. Citizen, 201(a)(3) INA

The above petition has been approved. We have sent the original visa petition to the **Department of State National Visa Center (NVC), 32 Rochester Avenue, Portsmouth, NH 03801-2909**. NVC processes all approved immigrant visa petitions that need consular action. It also determines which consular post is the appropriate consulate to complete visa processing. NVC will then forward the approved petition to that consulate.

The NVC will contact the person for whom you are petitioning (beneficiary) concerning further immigrant visa processing steps.

If you have any questions about visa issuance, please contact the NVC directly. However, please allow at least 4 weeks before calling the NVC if your beneficiary has not received correspondence from the NVC. The telephone number of the NVC is **(603) 334-0700**.

THIS FORM IS NOT A VISA NOR MAY IT BE USED IN PLACE OF A VISA.

Please see the additional information on the back. You will be notified separately about any other cases you filed.

NEBRASKA SERVICE CENTER
U. S. IMMIG. & NATZ. SERVICE
P. O. BOX 82521
LINCOLN NE 68501-2521
Customer Service Telephone: 402-323-7830

Form I-797 (Rev. 09/07/93)N

United States Department of State
Bureau of Consular Affairs

VISA BULLETIN

Number 40
Volume VIII
Washington, D.C.

IMMIGRANT NUMBERS FOR JANUARY 2002

A. STATUTORY NUMBERS

1. This bulletin summarizes the availability of immigrant numbers during **January**. Consular officers are required to report to the Department of State documentarily qualified applicants for numerically limited visas; the Immigration and Naturalization Service reports applicants for adjustment of status. Allocations were made, to the extent possible under the numerical limitations, for the demand received by **December 6th** in the chronological order of the reported priority dates. If the demand could not be satisfied within the statutory or regulatory limits, the category or foreign state in which demand was excessive was deemed oversubscribed. The cut-off date for an oversubscribed category is the priority date of the first applicant who could not be reached within the numerical limits. Only applicants who have a priority date **earlier than** the cut-off date may be allotted a number. Immediately that it becomes necessary during the monthly allocation process to retrogress a cut-off date, supplemental requests for numbers will be honored only if the priority date falls within the new cut-off date.

2. Section 201 of the Immigration and Nationality Act (INA) sets an annual minimum family-sponsored preference limit of 226,000. The worldwide level for annual employment-based preference immigrants is at least 140,000. Section 202 prescribes that the per-country limit for preference immigrants is set at 7% of the total annual family-sponsored and employment-based preference limits, i.e., 25,620. The dependent area limit is set at 2%, or 7,320.

3. Section 203 of the INA prescribes preference classes for allotment of immigrant visas as follows:

FAMILY-SPONSORED PREFERENCES

First: Unmarried Sons and Daughters of Citizens: 23,400 plus any numbers not required for fourth preference.

Second: Spouses and Children, and Unmarried Sons and Daughters of Permanent Residents: 114,200, plus the number (if any) by which the worldwide family preference level exceeds 226,000, and any unused first preference numbers:

A. Spouses and Children: 77% of the overall second preference limitation, of which 75% are exempt from the per-country limit;

B. Unmarried Sons and Daughters (21 years of age or older): 23% of the overall second preference limitation.

Third: Married Sons and Daughters of Citizens: 23,400, plus any numbers not required by first and second preferences.

Fourth: Brothers and Sisters of Adult Citizens: 65,000, plus any numbers not required by first three preferences.

EMPLOYMENT-BASED PREFERENCES

First: Priority Workers: 28.6% of the worldwide employment-based preference level, plus any numbers not required for fourth and fifth preferences.

Second: Members of the Professions Holding Advanced Degrees or Persons of Exceptional Ability: 28.6% of the worldwide employment-based preference level, plus any numbers not required by first preference.

Third: Skilled Workers, Professionals, and Other Workers: 28.6% of the worldwide level, plus any numbers not required by first and second preferences, not more than 10,000 of which to "Other Workers."

Fourth: Certain Special Immigrants: 7.1% of the worldwide level.

Fifth: Employment Creation: 7.1% of the worldwide level, not less than 3,000 of which reserved for investors in a targeted rural or high-unemployment area, and 3,000 set aside for investors in regional centers by Sec. 610 of P.L. 102-395.

4. INA Section 203(e) provides that family-sponsored and employment-based preference visas be issued to eligible immigrants in the order in which a petition in behalf of each has been filed. Section 203(d) provides that spouses and children of preference immigrants are entitled to the same status, and the same order of consideration, if accompanying or following to join the principal. The visa prorating provisions of Section 202(e) apply to allocations for a foreign state or dependent area when visa demand exceeds the per-country limit. These provisions apply at present to the following oversubscribed chargeability areas: INDIA, MEXICO, and PHILIPPINES.

5. On the chart below, the listing of a date for any class indicates that the class is oversubscribed (see paragraph 1); "C" means current, i.e., numbers are available for all qualified applicants; and "U" means unavailable, i.e., no numbers are available. (NOTE: Numbers are available only for applicants whose priority date is **earlier** than the cut-off date listed below.)

Priority Dates for Family Based Immigrant Visas

	All Chargeability Areas Except Those Listed	INDIA	MEXICO	PHILIPP
Family				
1st	**01MAR99**	**01MAR99**	**22APR94**	**08AUG88**
2A*	**01OCT96**	**01OCT96**	**22OCT94**	**01OCT96**
2B	**01JUL93**	**01JUL93**	**22OCT91**	**01JUL93**
3rd	**08MAY96**	**08MAY96**	**01JUL92**	**15MAR88**
4th	**01DEC89**	**01NOV88**	**01DEC89**	**15NOV79**

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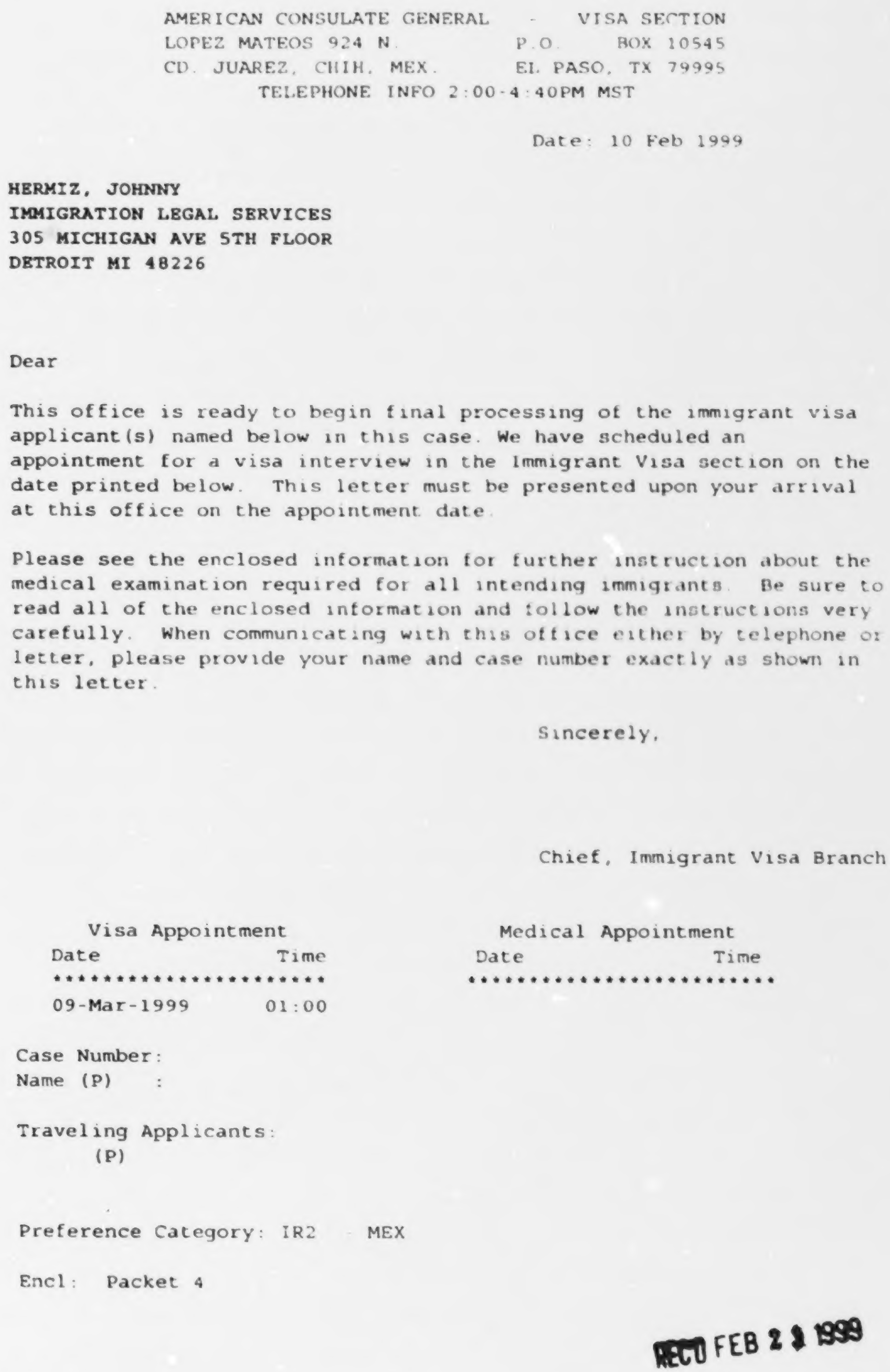

AMERICAN CONSULATE GENERAL - VISA SECTION
LOPEZ MATEOS 924 N. P.O. BOX 10545
CD. JUAREZ, CHIH. MEX. EL PASO, TX 79995
TELEPHONE INFO 2:00-4:40PM MST

Date: 10 Feb 1999

HERMIZ, JOHNNY
IMMIGRATION LEGAL SERVICES
305 MICHIGAN AVE 5TH FLOOR
DETROIT MI 48226

Dear

This office is ready to begin final processing of the immigrant visa applicant(s) named below in this case. We have scheduled an appointment for a visa interview in the Immigrant Visa section on the date printed below. This letter must be presented upon your arrival at this office on the appointment date.

Please see the enclosed information for further instruction about the medical examination required for all intending immigrants. Be sure to read all of the enclosed information and follow the instructions very carefully. When communicating with this office either by telephone or letter, please provide your name and case number exactly as shown in this letter.

Sincerely,

Chief, Immigrant Visa Branch

Visa Appointment		Medical Appointment	
Date	Time	Date	Time
**********************		*************************	
09-Mar-1999	01:00		

Case Number:
Name (P) :

Traveling Applicants:
(P)

Preference Category: IR2 - MEX

Encl: Packet 4

RECD FEB 2 3 1999

September 15, 2000

Department of State
National Visa Center
32 Rochester Avenue
Portsmouth, NH 03801-2909

RE: [name of wife]
Case Number: _____
Petitioner: ____________ (USC)
Beneficiary: ____________ (wife)

Dear Sir/Madam:

I filed a *Petition for Alien Relative* (Form I-130) for my wife, [name], on January 7, 1998 as a legal permanent resident. I am now a citizen. Enclosed, please find:

- Copy of "Notice of Action" dated January 7, 1998 advising that the petition has been approved;
- Copy of my Naturalization Certificate, and
- Copy of my Marriage Certificate.

Please be advised that I attained United States citizenship on September 14, 2000.

Since I am now a citizen, an immigrant visa is immediately available to my spouse, the beneficiary. We request that you forward the approved petition to the U.S. Consulate in Paris, France, where my wife lives as a citizen of France, for visa processing. Please note that my wife's address has changed to:

[full address in Paris]

If you have any questions or concerns, please contact me at (313) 000-0000.

Sincerely,

[name of petitioner]

VOCABULARY TERMS

abandon = To leave something that was once yours. *"My father abandoned our family."*

adjudicator = Someone who officially makes changes or adjustments to your immigration status. *"The INS adjudicator who interviewed me was very kind."*

advocate = A person who supports you by communicating your needs and interests. *"I asked an advocate to review my N-648."*

asylees = People who were persecuted or feared persecution because of their race, religion, nationality, political opinion, or membership in a social group. Asylees first enter the United States and then apply for asylum. *"The asylees were afraid to return to their native country."*

authorized = Approved. *"There are no authorized fingerprinting sites close to my home."*

bear arms = To be a member of the United States armed forces. *"I will bear arms if the government requires it of me."*

betray = When you fail to be loyal to someone or something important to you. *"My boyfriend betrayed me by dating my best friend."*

Board of Immigration Appeals (BIA) = A group of judges who review decisions made by other immigration judges, INS District Directors, and immigration officials. *"I'm bringing a BIA accredited representative to my citizenship interview."*

certified United States mail = The post office puts a tracking number on your letter and a person must sign to receive it. To send, you must fill out "Receipt for Certified Mail" and pay the required fee. For a return receipt you must fill out a special postcard called "Domestic Return Receipt." When the person receives your letter, the postcard will be sent to you with the signature of the person or organization to which it was addressed. *"I always send my forms to INS by certified United States mail."*

civics test = The test on United States history and government . *"I took the civics test in my native language because I am exempt from the English requirement."*

confidential = Kept private between a professional and a client. *"As your lawyer, I will keep this information confidential."*

continuous = To go on for a period of time. *"He has lived in San Diego continuously since he arrived in the United States."*

contributing to the delinquency of a minor = A legal definition of a crime in which an adult has sex with a minor. A minor is usually under 18 years old. However, each state has its own law that defines the age of a minor. In some states this crime is called statutory rape. *"He was arrested and charged with contributing to the delinquency of a minor."*

denaturalization = The legal process leading to the loss of citizenship after naturalization. *"INS put her in denaturalization proceedings two years after getting her citizenship."*

derivative = Something you get because of your relationship with another person. *"I received derivative citizenship from my mother when she became a citizen."*

diagnosis = The name or description of a medical problem. *"The doctor's diagnosis was dementia."*

disciplinary board = A group of lawyers in each state who investigate complaints about other lawyers and decide on guilt. *"The disciplinary board voted to take away my ex-lawyer's license for six months."*

dismissed = Dropped. *"I was released from jail when the charges were dismissed."*

domestic violence = Assault against residents in your home. *"My ex-husband was deported because he beat me and was convicted of domestic violence."*

evidence = Testimony, documents, or other papers that show the truth. *"My evidence of paying taxes comes from the IRS."*

exempt = Free from a requirement. *"I am exempt from the English requirement, so I can take the test in my native language."*

expatriation = The voluntary ending of United States citizenship. *"When he became a general in a foreign army he lost his U.S. citizenship through expatriation."*

expedited = Rushed. *"I need my application expedited because my military unit is sending me overseas."*

expunged = Erased. *"I was told not to worry because my arrest record was expunged."*

FBI = The Federal Bureau of Investigation, a department of the federal government that investigates crime in the United States. *"My citizenship application was on hold until the FBI approved my fingerprints."*

follow-up = To find out where your application is in the citizenship process and when you should hear from INS about the next step. *"It has been a long time since I heard from INS. I need to follow-up."*

hearing impaired = Having a limited or severe hearing loss. *"He became hearing impaired at age 60."*

illegitimate = Born of parents that are not married. *"I was illegitimate when I was born, but my parents got married six months later."*

immediate relative = The spouse of a U.S. citizen, the parents of a U.S. citizen over age of 21, and the unmarried children (under age 21) of U.S. citizens. *"I filed a petition for my immediate relatives."*

interrupt = To stop something. *"Your phone call interrupted our dinner."*

legal representative = An attorney or BIA accredited representative who can sign an INS Form G-28 to represent you at the INS interview. *"I'm taking a legal representative with me to the interview."*

national = A non-citizen born in a United States possession. *"My father is a national because he was born in American Samoa."*

oath ceremony = An administrative (INS) or judicial (court) procedure giving you the opportunity to swear allegiance or loyalty to the United States; also called the swearing-in ceremony. *"I'm going to my oath ceremony tomorrow morning."*

parole = When a person is given freedom from jail or prison after serving part of a sentence. The person is usually under the watch of a parole officer. The person may be returned to jail or prison if he or she does not follow certain rules. *"I got parole after serving six months in prison."*

persecute = To treat someone badly. *"He was persecuted for his pro-democracy work in his native country and applied for asylum in the United States."*

petition = Application. *"I want to upgrade the petition I filed for my son now that I am a citizen."*

possessions = Currently the possessions of the United States include American Samoa, Swains Island, and the United States territories of Puerto Rico, Guam, and the Northern Mariana Islands. *"My mother lived in a U.S. possession before I was born."*

probation = When a person found guilty of a crime is supervised in the community instead of going to jail or prison. The person must show good behavior and report to a probation officer. *"My probation period is for one year."*

reasonable = Something that is fair or acceptable. *"I think asking the INS officer to speak loudly and repeat often is a reasonable accommodation."*

refer = To recommend. *"I can refer you to a good immigration lawyer."*

refugees = People who were persecuted or feared persecution because of their race, religion, nationality, membership in a social group, or political opinion. They apply for and receive refugee status outside the United States, before they enter. *"The refugees lived in a camp for many years before they were resettled in the United States."*

regulation = Following certain rules. *"The regulation photos for citizenship are not the same as passport photos."*

relative = Family member. *"I don't have any relatives in this country."*

removal proceedings = A legal process in which INS tries to force a person to leave the United States because he or she broke a law. *"She was put in removal proceedings when INS learned of her criminal conviction."*

retroactive = Effective at an earlier date. *"His denaturalization this month is retroactive to the date of his naturalization one year ago."*

revoked = Lost or cancelled. *"After many months in denaturalization proceedings, his citizenship was revoked."*

security clearance = United States government permission to work with access to secret or sensitive information. *"She needed a security clearance to be hired for the job."*

smuggle = To help someone enter another country or place illegally. *"He tried to smuggle her across the border."*

spouse = Husband or wife. *"My spouse came with me to the United States."*

territories = The current territories of the United States are Puerto Rico, Guam and the Northern Mariana Islands. *"I am a citizen because I was born in a United States territory."*

testimony = A statement under oath. *"She gave testimony in court that supported his case."*

treason = Participation in a war against the United States or the act of giving important help to its enemies. *"He committed treason against the United States by working for a foreign intelligence service."*

unauthorized practice of law = To give legal advice or suggest answers when filling out INS forms. *"I am being deported because I went to a notary public who engaged in the unauthorized practice of law and gave me advice that was completely wrong!"*

upgrade = To move to a higher or better level. *"When I became a citizen, I upgraded my wife's petition so she could get her visa much faster."*

voter registrar = A citizen who has taken voter registration training and an oath from a government official to verify the identities of future voters. *"I registered to vote at the library with a certified voter registrar."*

waiver = Permission to avoid a requirement. *"The INS granted him a disability waiver from the tests."*